



Bonner County Ambulance Service District Board

Brian Domke

Asia Williams

Ron Korn

AGENDA FOR THE BONNER COUNTY AMBULANCE SERVICE DISTRICT MEETING

September 2, 2026 – Start 11:00 A.M. – End 12:00 P.M.

Bonner County Administration Building, 1500 Highway 2, Room 338, Sandpoint, ID

*****LIVESTREAM:** <https://www.youtube.com/channel/UCsFUpuVj8VtuATY4eAD7e4Q/videos>

You are invited to a Zoom Webinar

When: September 2, 2026, at 11:00 A.M. – 12:00 P.M. Pacific Time (US & Canada)

Topic: Bonner County Board of Bonner County Ambulance Service District's Meeting

Join from PC, Mac, iPad, or Android:

<https://bonnercounty.zoom.us/j/81821324729>

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Use of the Zoom link is not intended as a substitute for in person or written participation in the proceedings of County business. It is possible to have technology issues with the Zoom link to include, but not limited to, difficulty hearing and being heard.

If you have information to communicate to the County, please come in person or send your information in writing. The County cannot assure that the information will be received via Zoom. Use of Zoom is at risk of the user. Technology failure will not result in the County re-agendizing and/or accepting post deadline information on any given item or issue. In-person attendance is recommended.

CALL TO ORDER

ADOPT THE ORDER OF AGENDA

CONSENT AGENDA – Action Item

- 1) Bonner County Ambulance Service District Minutes, August 19, 2026

BCASD

- 1) Action Item: Discussion/Decision Regarding FY26 Claims Batch #22; Totaling \$48,284.88
- 2) Action Item: Discussion/Decision Regarding BCASD Job Descriptions
- 3) Action Item: Discussion/Decision Regarding BCASD Personnel Policy Manual Revisions
- 4) Action Item: Discussion/Decision Regarding Medical Director Consent and Dispatch Agreement
- 5) Action Item: Discussion/Decision Regarding Medical Transport Agreements

MISCELLANEOUS BUSINESS - Action Items / Discussion / Decision / Recommendation

- 1) Task List: Review & Updates
- 2) Cash Flow Update
- 3) Budget Update

PUBLIC COMMENT*



Bonner County Ambulance District
Board of Commissioners

Brian Domke Asia Williams Ron Korn

September 2, 2026

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, August 19, 2026

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

Recommendation Acceptance: ☐ Yes ☐ No

Ron Korn, Chair

Date



Bonner County

Board of Ambulance Service District

Brian Domke

Asia Williams

Ron Korn

MINUTES FOR THE BONNER COUNTY AMBULANCE SERVICE DISTRICT

August 19, 2026 – 11:00 AM – 12:00 PM

Bonner County Administration Building

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

On Wednesday, August 19, 2026, the Bonner County Board of Ambulance Service District met for their regularly scheduled meeting. Commissioners Domke, Williams, and Korn were present. Commissioner Korn called the meeting to order at 11:02 a.m.

ADOPT THE ORDER OF AGENDA AS PRESENTED

Commissioner Williams made a motion to adopt the Order of the Agenda as presented.

Commissioner Domke seconded the motion.

PUBLIC COMMENT:

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, August 5, 2026

Commissioner Domke made a motion to adopt the Consent Agenda as presented.

Commissioner Williams seconded the motion.

PUBLIC COMMENT:

Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes; Commissioner Williams – Yes.
The motion carries.

BCASD – Sarah Nixon & Jeff Lindsey

1) Action Item: Discussion/Decision Regarding FY26 Claims Batch #21, Totaling \$30,529.78

Commissioner Williams made a motion to approve payment of the FY26 BCASD Claims in Batch #21, Totaling \$30,529.78

Commissioner Domke seconded the motion.

PUBLIC COMMENT:

Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes.
The motion carries.

2) Action Item: Discussion/Decision Regarding Acquisition of (4) 2027 Dodge 4500 Type 1 Ambulances

Jeff spoke to legal about the process for this. The first step was covered at the last meeting; this is step 2 of the process. Discussion followed regarding what has been done so far for the purchase of these vehicles and what will come back before the board for approval.

Commissioner Domke made a motion to approve EMS staff to negotiate the purchase and financing arrangements of four (4) ambulances, subject to legal review, and require that final financing documents be presented to the Board for approval before execution.

Commissioner Williams seconded the motion.

PUBLIC COMMENT:

Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Domke – Yes.
The motion carries.

MISCELLANEOUS BUSINESS - Action Items / Discussion / Decision / Recommendation

1) Task List: Review & Updates

- Commissioner Williams asked if they are working at the First Aid booth at the fair. Alan said they were not asked to cover the booth, but they will be making their rounds through the fair.

Public Comment*

None

The meeting was adjourned at 11:09 a.m.

Clerk: *Lauren Reichenbach*

By _____
Commissioner Ron Korn, Chair

Date _____

DRAFT



Bonner County Ambulance District
Board of Commissioners

Brian Domke Asia Williams Ron Korn

September 2, 2026

Memorandum

Agenda Item

To: Bonner County Ambulance Service District Board

Re: FY26 BCASD Claims in Batch #22

The Bonner County Ambulance Service District presented the FY26 BCASD Claims Batch #22,
Totaling \$ 48,284.88.

A suggested Motion would be: Based on the information before us, I move to approve the payment of the FY26 BCASD Claims in Batch #22, totaling \$48,284.88.

Recommendation Acceptance: ☐ Yes ☐ No

Ron Korn, Chair

Date

Bonner County Ambulance Service District

Accounts Payable Report

9/2/2026

Batch: 22

Amount: \$48,284.88

Commissioner's Approval:

Vendor	Bill amount	Due date	Invoice date	Invoice number	QuickBooks Desktop Account
5th Avenue Car Wash	\$ 30.07	9/5/2026	8/6/2026	1091	Vehicles:Repairs & Maintenance
AT&T Mobility-CC	\$ 1,104.00	9/3/2026	8/4/2026	GBJ072026	Utilities:Internet
AVISTA	\$ 113.10	9/8/2026	8/17/2026	4788807179_08.17.26	Utilities:Electric
BOUND TREE MEDICAL, LLC.	\$ 134.90	9/12/2026	8/13/2026	86316148	Supplies:Medical
BOUND TREE MEDICAL, LLC.	\$ 191.76	9/16/2026	8/17/2026	86319363	Supplies:Medical
BOUND TREE MEDICAL, LLC.	\$ 881.56	9/10/2026	8/11/2026	86312707	Supplies:Medical
CANON FINANCIAL SERVICES, INC.	\$ 105.26	10/1/2026	8/12/2026	43707050	Supplies:Stations & Office
Clark Fork Valley Ambulance	\$ 4,057.50	9/1/2026	9/1/2026	09.01.2026	Contract Services:Clark Fork
Coleman Oil Company LLC	\$ 4,917.53	8/25/2026	8/15/2026	CP-0435911	Vehicles:Fuel & Gas
Glatfelter Insurance Group	\$ 6,397.00	9/18/2026	7/20/2026	287954134	Insurance - Liability
Glatfelter Insurance Group	\$ 3,479.00	9/18/2026	7/20/2026	287918134	Insurance - Liability
Gription Tire Pros	\$ 275.24	8/24/2026	8/14/2026	78700	Vehicles:Repairs & Maintenance
Gription Tire Pros	\$ 1,600.00	9/10/2026	8/24/2026	78790	Vehicles:Repairs & Maintenance
HENRY SCHEIN	\$ (176.00)	9/10/2026	8/11/2026	27871627	Supplies:Medical
HENRY SCHEIN	\$ 902.13	9/9/2026	8/10/2026	60647626	Supplies:Medical
HENRY SCHEIN	\$ 283.54	9/16/2026	8/17/2026	60954467	Supplies:Medical
HENRY SCHEIN	\$ 176.00	9/10/2026	8/11/2026	60755144	Supplies:Medical
HENRY SCHEIN	\$ 72.48	9/16/2026	8/17/2026	60959447	Supplies:Medical
HENRY SCHEIN	\$ 564.37	9/2/2026	8/3/2026	60269451	Supplies:Medical
HENRY SCHEIN	\$ 167.58	9/9/2026	8/10/2026	60641919	Supplies:Medical
HENRY SCHEIN	\$ 34.07	9/9/2026	8/10/2026	60647703	Supplies:Medical
HENRY SCHEIN	\$ 18.16	9/5/2026	8/6/2026	60498028	Supplies:Medical
Insight Distributing, Inc.	\$ 183.25	9/18/2026	8/19/2026	0561180-IN	Supplies:Stations & Office

Jennifer R Wyman LLC		\$	1,200.00	8/31/2026	8/31/2026	2494	Contract Services:Bookkeeping & Accounting
Kootenai County Emergency Medical Service		\$	797.00	9/1/2026	9/1/2026	9.01.2026	Contract Services:Kootenai County
oxarc Inc.		\$	379.12	9/16/2026	8/17/2026	32636121	Supplies:Oxygen
Priest Lake EMTS Inc		\$	4,057.50	9/1/2026	9/1/2026	09.01.2026	Contract Services:Priest Lake
Ronald D Jenkins MD		\$	3,780.00	9/1/2026	9/1/2026	09.01.2026	Contract Services:Medical Director
Schweitzer Fire District		\$	3,423.50	9/1/2026	9/1/2026	09.01.2026	Contract Services:Schweitzer
SYSTEMS DESIGN WEST LLC		\$	8,293.26	9/13/2026	8/14/2026	20261932	Contract Services:Professional & Legal
Teleflex LLC		\$	550.00	9/16/2026	8/17/2026	9512027386	Supplies:Medical
Teleflex LLC		\$	50.00	9/9/2026	8/10/2026	9512000131	Supplies:Medical
WHITE PETERSON ATTORNEYS AT LAW		\$	242.00	7/31/2026	7/31/2026	175240	Contract Services:Professional & Legal
SUBTOTAL		\$	48,284.88				



Bonner County Ambulance Service District
Board of Commissioners

Asia Williams Ron Korn Brian Domke

September 2, 2026

Memorandum

Memo

To: Ambulance District Commissioners

From: Bonner County EMS

Re: BCASD Job Descriptions Approval

Bonner County EMS requests the BOCC in capacity of the Bonner County Ambulance Service District Board; approve the following BCASD Job Descriptions: Director of Finance and Administrative Assistant to begin October 1, 2026.

Bookkeeping Review: X

Risk Review:

Legal Review: X

Distribution: Original to Bonner County EMS

A suggested motion would be: **Based on the information before us I motion to approve the following BCASD job descriptions; Director of Finance and Administrative Assistant to begin October 1, 2026.**

Recommendation Acceptance: ☐ yes ☐ no _____ Date: _____
Ron Korn Chairman

BCASD Administrative Assistant



Job Title: Administrative Assistant
Supervisor: District Director of Finance
FSLA Status: Non-Exempt
Work Hours: 24-30 hours per week

SUMMARY

Under general and direct supervision of the Director of Finance, this position will perform a wide range of accounting and administrative functions. The position will require independent thinking, problem solving abilities, a positive teamwork attitude and a willingness to help in all aspects of the administrative office.

ESSENTIAL FUNCTIONS

- Perform all accounts payable functions including reconciling packing slips with POs, invoice and statement reconciliations and data entry, create recurring contract entries and assuring payments are made timely.
- Create customer invoices and ensure customer accounts remain current.
- Bank deposits and entries.
- Assist Director of Finance with monthly and year-end accounting functions.
- Maintain meticulous records of all financial transactions.
- Process medical record requests from all sources in accordance with HIPAA regulations.
- Auditing and transmission of patient care records to outside billing company followed by reconciliation of transmittals, trouble shooting and corrections when needed through communications with crew members and/or chiefs and much more.
- Assist internal personnel and contracting agencies as well as patients and external customers in resolving complex and/or sensitive issues.
- Assist with new hire and HR functions.
- Assist with FB and website postings.
- Process medical record requests from Coroner and Hospitals & Legal.
- Type documents, reports and correspondence as needed.
- Create and maintain office filing and storage systems for HR, accounting, and general administration.
- Coordinate and organize appointments and meetings as needed.
- Monitor and maintain office supplies and manage office equipment maintenance.
- Take meeting minutes for committees and special meetings, type minutes and submit for review.
- Demonstrate the ability to work independently; exhibit good judgment and decision-making skills.
- Possess exceptional organizational and time management skills; have the ability to multi-task and prioritize work assignments, detail oriented.
- Adhere to all applicable policies and standard operating procedures.
- Answer phone calls and greet visitors in a polite and professional manner.

Director of Finance



Job Title: Director of Finance + Privacy Officer/Secretary
Supervisor: District Chief
FSLA Status: Exempt
Work Hours: 40 Hours per week

SUMMARY

The Director of Finance, under the direction of the District Chief, performs a wide range of difficult to complex administrative activities related to finance, accounting, system data analysis and human resources. They perform the role of Chief on financial and administrative functions when the Chief is not available. The position requires considerable independent judgment that influences budget and financial decisions; advises and assists the District Chief and supports the mission and vision of the Bonner County Ambulance Service District.

ESSENTIAL FUNCTIONS

This position is responsible for all functions of accounting, budget development and management, human resources (HR), policies and procedures, contract management, information technology (IT), and risk management.

- Development, implementation, and management of the System's budget including internal financial performance, revenue forecasts, capital replacement plans, contracts, and other industry performance trends.
- Creates detailed financial reports and presents them to senior management and the BOCC
- Manages cash accounts and investments, audits incoming revenues from patient accounts and reconciles with outside sources.
- Maintains records of System assets, acquisitions, and depreciation schedules.
- Reviews and approves purchases performed in accordance with the annual budget.
- Prepares audit schedules and oversees the annual audit performed by an external independent auditing firm.
- Ensures security and integrity of accounting system records and documents.
 - Performs duties of Chief on financial and administrative duties when the Chief is not available
- Serves in the functions of District Privacy Officer and the BCASD Secretary.
- Train and manage BCASD administration personnel in the areas of finance, planning and budgeting, human resources, administration, and information technology to assure support functions are carried out according to federal, state, and local laws, rules, and regulation.
- Responsible for all functions of human resources, benefit management, and personnel policies.
- Maintain knowledge of industry and employment legislation and ensure the Districts compliance with federal and state regulations.

- Bachelor's degree in accounting or finance, or equivalent education from experience
- Minimum 5 years of previous work experience in financial forecasts and budgeting with detailed financial reporting
- Public agency budget preparation and administration
- Financial services principles and practices
- Public administration theory
- Applicable Federal, State, and Local laws, rules and regulations
- Medical terminology and ambulance billing knowledge a plus

Certificates, Licenses, Registrations: Possess a valid Idaho State driver's license and be insurable and bondable.

Language Requirements: Effective communication skills, verbally and in writing, in a diverse range of audiences and settings. Ability to read, analyze, and interpret the most complex documents, manuals, and journals; to respond effectively to the most sensitive inquiries or complaints; to write speeches and articles using original or innovative techniques or style; to make effective and persuasive speeches and presentations on controversial or complex topics to top management, public groups, and/or boards of directors; to read, write, hear, and speak in English.

Mathematical Requirements: Ability to work with high level mathematical concepts such as probability and statistical inference, for example: mathematical skills used to write and analyze statistical reports as regards the operations, or graphs showing probabilities and statistics of operations; to apply concepts such as fractions, percentages, ratios, and proportions to practical situations; to perform high-level spreadsheet formula operations or analyze computer systems.

Technology and Tools Requirements: Competent ability to use a personal computer and associated peripherals and use Microsoft Windows 2000 or higher, Microsoft Office XP or higher, databases specific to BCASD, Internet, and Microsoft Outlook; to use telephone, facsimile machine, copy machine, printers, scanning devices, calculator and general office equipment.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to sit and use hands to keyboard, handle, or manipulate tools used in performing the job; occasionally required to stand; walk; reach with hands and arms; climb or balance and stoop, kneel, crouch, or crawl; must occasionally lift and/or move up to 50 pounds; occasionally exposed to outside weather conditions. The noise level in the work environment is usually moderate.

Disclaimer: This job description is not an employment agreement or contract, and management reserves the right to modify it when necessary.

I have reviewed and agree this Job Description accurately reflect the current responsibilities of my position. I also acknowledge that it will be placed in my Personnel File.



Bonner County Ambulance Service District
Board of Commissioners

Asia Williams Ron Korn Brian Domke

September 2, 2026

Memorandum

Memo

To: Ambulance District Commissioners

From: Bonner County EMS

Re: BCASD Personnel Policy Manual Revisions

Bonner County EMS request the BOCC in capacity of the Bonner County Ambulance Service District Board, approve the BCASD Employee Personnel Manual revisions to begin immediately. These revisions revolve around grammatical errors, Paid Time Off, Grandfathered CAT time and removal of FSA. BCASD Employee Personnel Manual revisions have been reviewed and approved in entirety by a District attorney with an extensive background in HR/Personnel legal matters.

Bookkeeping Review: _____

Risk Review: _____

Legal Review: X

Distribution: _____ Original to Bonner County EMS

A suggested motion would be: **Based on the information before us I motion to approve the BCASD Personnel Manual revisions, as presented, to be implemented immediately.**

Recommendation Acceptance: ☐ yes ☐ no _____ Date: _____

Ron Korn Chairman

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Generally, all records related to all employees shall be retained for a minimum of ten (10) years following termination of employment.

5.0 LEAVE

5.01 Paid Time Off

5.01.01 Policy Statement: Paid Time Off leave is for rejuvenating both physical and mental faculties and all employees are urged and expected to avail themselves of PTO periods. Efforts will be made to accommodate the preference of the employee in taking PTO leave will be made, but first priority will be the orderly functioning of the department. Absences from work, except those involving disciplinary proceedings, worker's compensation leave, compensatory time, civil leave, unpaid military leave, subsidized military leave, or absence of leave without pay, will be deducted from PTO accumulations. PTO shall not accrue to any employee on leave without pay, unpaid military leave, suspension without pay, ~~has not completed 12 consecutive months of regular, full-time employment,~~ or who has been laid off.

Regularly scheduled days off and officially designated holidays falling within a period of time off, shall not be counted against employee PTO. PTO shall not be taken in advance of being earned and shall only be taken in pay periods subsequent to being earned. Upon separation of employment with the District, compensation for the employee's unused PTO is included in the employee's final paycheck at ~~80%~~100% of value. PTO may not be used to delay the date of separation.

Any employee suspected of abusing the PTO policy may be subject to disciplinary action, up to and including termination.

1. PTO requests must be made for at least eight (8) hours (Except as provided in 5.01.06 below). PTO for less than eight (8) hours will not be accepted. Employees are directed to use the provisions of 5.01.06 below or to trade the time pursuant to the Substitution Policy.
2. The District will allow only three (3) forty-eight (48) hour shifts of pre-scheduled time off and a maximum of two (2) positions off for PTO per day. Request for leave longer than the maximum allowed will be handled on a case by case basis and must receive approval by the Chief or his designee.
3. The Chief or his designee must approve requests for PTO made with less than fourteen (14) days' notice.
4. Blackout day: Field providers are authorized to trade off, take vacation time on a holiday, or blacked-out date as long as they find their own coverage for their shift. (Note: When trading off or taking vacation on a holiday shift, the provider working the day of the holiday will be compensated for the holiday shift differential, NOT the crewmember who traded off the holiday or blacked-out day). Both parties of any trade or PTO must email the request to the Supervisor for approval.
5. Black-Out days are New Year's Eve and Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas Eve and Day.

5.01.06 Leave Request of Less Than 8 Hours: District crews may utilize up to 4 hours of PTO to cover PTO request of less than 8 hours. Employees are expected to find their own coverage. However, as with substitutions, requests must be processed through the Captain if utilizing a crewmember that is not of the same status (Advanced EMT, Paramedic) as the person requesting the time off.

5.01.07 Conversion of PTO to Pay: During the period of September 1 through September 30th of each year, when requested in writing to the Administrative Office, an employee with a minimum PTO balance of 100 hours may elect to cash out up to 50 hours of PTO at 80% of the value. Conversion requests are implemented during the first payroll of the new Fiscal year.

5.10 Military Exigency Leave Act

The Family and Medical Leave Act (FMLA) entitles eligible employees who work for covered employers to take up to 12 work weeks of unpaid, job-protected leave in a 12-month period for a “qualifying exigency” arising out of the foreign deployment of the employee’s spouse, son, daughter, or parent. FMLA leave for this purpose is called qualifying exigency leave.

5.11 Catastrophic Sick Leave

CAT leave was originally provided to Bonner County Ambulance Service District (BCASD) employees when District employees were covered under Bonner County employment policies. Upon adoption of this policy manual, CAT leave accruals for District employees were discontinued. Existing CAT leave balances held by employees at the time of adoption were frozen, and no additional CAT leave hours may be accrued.

Employees with grandfathered CAT leave balances may use available hours only under the following circumstances:

Family and Medical Leave Act (FMLA)

Employees may utilize CAT leave during qualifying events under Section 5.08, subject to approval by the Deputy Chief or Chief.

Workers’ Compensation

Employees on approved medical leave resulting from a work-related injury sustained while employed by BCASD may use CAT leave to supplement wage loss benefits, subject to approval by the Deputy Chief or Chief.

sole and absolute discretion, to administer, apply and interpret the benefit plans described herein, and to decide all matters arising in connection with the operation or administration of such plans.

For more complete information regarding any District benefit programs, please refer to the Summary Plan Descriptions, which are provided to employees separately via the District shared network drive or Open Enrollment, or contact the Administration Office.

7.02 Health Insurance

The Bonner County Ambulance Service District provides health care coverage to all full-time (30+ hours in a week), ~~upon employment. eligible employees on the first day of the month following 30 days of employment.~~ The District pays for employee premiums for health coverage. Employees may add dependents to the plan at his or her expense. For further details of the health care coverage offered, please refer to the Summary Plan Documents found on the District shared network drive or from the OFD.

7.02.01 COBRA Coverage. Please see Section 11.12.01.

7.03 Dental Insurance

All full-time, eligible employees of the District and their dependents are provided dental coverage. Dental coverage is provided at no cost for the employee, with dependent premiums being the responsibility of the employee.

7.04 Flexible Spending Account

~~BCASD currently does not offer an FSA plan. A Cafeteria 125 Plan, also known as a Flexible Spending Account (FSA), is a non-taxable benefit offered by the District. An FSA allows an employee to set aside up to the legal maximum, per calendar year in non-taxable wages to assist in the cost of qualified health care and medical costs, and up to \$5,000, or the~~

10.01.04 Administrative Leave. Any employee may be placed on administrative, non-disciplinary suspension or leave with pay pending the completion of an investigation concerning alleged employee misconduct, the employee's competency or ability to perform their duties or for just cause as determined by the Chief, Deputy Chief or Supervisor. The employee shall receive written notice of the administrative suspension and shall cooperate in any investigation as noted in Section 10.02.

Administrative Leave with pay may be used when the Chief is required under the Americans with Disabilities Act to determine if the employee has the ability to perform the job with or without reasonable accommodation. Administrative leave with pay may also be used when the employee has claimed or perceived medical and/or mental limitations necessitate a fitness for duty evaluation.

10.01.05 Involuntary Termination. Involuntary termination typically involves a termination of employment at the request of the District. Termination of employment requires the Chief's approval.

10.01.06 At-Will Terminations. As an at-will employer, Canyon-Bonner County Ambulance Service District and its respective Chief, reserve the right to terminate employment at any time for any lawful reason and nothing in this manual should be construed to imply otherwise. The District is committed to ensuring all such decisions are in compliance and consideration of applicable employment laws and the expressed public policy of the State of Idaho.

deductions from the employee's final paycheck, according to the acknowledgement signed by the employee at the time he/she received the District equipment.

11.07 Exit Interviews

Exit interviews may be conducted by the Chief, his/her designee, as appropriate and should be scheduled as soon as notice is given. The interview will be on the employee's last day of work or another day, as mutually agreed upon.

11.08 Collecting Personal Property upon Involuntary Termination

If an employee is involuntarily terminated, the circumstances may require the employee to vacate the premises prior to cleaning out their office or work area. In such circumstances the Chief, or his designee, may enter the office or work area and obtain District property as well as evidence of any misconduct. The employee will be informed as soon as reasonably possible, as determined by the Chief, when they may return and retrieve any personal items not seized as evidence of misconduct.

11.09 Final Paycheck

All employees leaving District employment will be paid through the last day of work, plus any accrued vacation time at 100% of value. Any sick-Grandfathered CAT leave will be forfeited at the time of separation. The final paycheck will be processed as normal within the payroll cycle, unless written request is received by the separated employee. The District will then have the check ready within 48 hours of receiving the request.



Bonner County Ambulance District
Board of Commissioners

Brian Domke Asia Williams Ron Korn

September 2, 2026

Memorandum

Agenda Item

To: Bonner County Ambulance Service District Board

The attached Medical Director Consent & Dispatch agreements are for all the fire protection districts who wish to be considered collaborative agencies with Bonner County during the fiscal year of 2027.

- Sagle Fire District
- Sandpoint Fire Department
- Westside Fire District
- West Pend Oreille Fire District
- Northside Fire District
- Sam Owen Fire District
- Schweitzer Fire District
- Priest Lake EMTs
- Clark Fork Valley Ambulance

Distribution: _____
Original to BCASD
Copy to BOCC

A suggested Motion would be: Based on the information before us, I move to approve the Medical Director Consent and Dispatch agreement for all the fire protection districts who wish to be considered collaborative agencies with Bonner County during the fiscal year of 2027.

Recommendation Acceptance: ☐ Yes ☐ No

Ron Korn, Chair

Date

MEDICAL DIRECTOR CONSENT & DISPATCH AGREEMENT

Whereas, Bonner County has adopted Emergency Management Service (EMS) Ordinance # 456 codified as Bonner County Revised Code (BCRC) 4-2 (hereinafter referred to as the "EMS Ordinance"); and

Whereas, the EMS Ordinance provides that its rules and regulation shall include the certification/licensing, by the Bonner County Ambulance Board (Board) of all EMS providers within the county; and

Whereas, the EMS Ordinance provides that the Board has the authority to determine which entities shall have primary response authority and to determine the defined EMS geographic boundaries in which such authority shall be exercised; and

Whereas, the EMS Ordinance authorizes the Board to enter into a written agreement with a medical director licensed pursuant to the requirements of Idaho Code and IDAPA rules; and

Whereas, the Board has entered into such medical director agreement with Ronald D. Jenkins, MD, who serves as the Board's EMS medical director; and

Whereas, the Board's medical director has issued a letter dated 7/1/26 (Attachment 1) which provides that Ronald D. Jenkins, MD, will only serve as a Medical Director for agencies that provide services in a collaborative arrangement with the County; and

Whereas, Clark Fork Valley Ambulance desires to be a collaborative agency with the County; Now therefore it is agreed as follows:

#1. For the period of October 1, 2026 through September 30, 2027 Bonner County shall recognize Clark Fork Valley Ambulance department as a collaborative agency with the County. Additionally, the County will provide Emergency medical dispatching to the collaborative agency; and

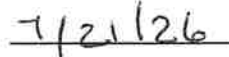
#2. Clark Fork Valley Ambulance stipulates to the validity of Bonner County Ordinance #456 and agrees to provide EMS services according to the Ordinance and to provide services pursuant to the medical supervision plan established by Ronald D. Jenkins, MD within the EMS geographic boundaries established by the Board;

Ron Korn, Chairman Board of County Commissioners

Date



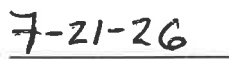
President of Clark Fork Valley Ambulance;



Date



Chief of Clark Fork Valley Ambulance



Date

Attest, Deputy Clerk

1005

CFV A 1/2026

Clark fork Valley Ambulance Roster

On Board:

first	last	e level	
Vicki	Woodward	<u>c</u> Basic	x
Jean	Theander	<u>d</u> Adv	x
Tatiana	Holborn	<u>s</u> Adv	
Stillman	Berkley	<u>s</u> Basic	
Austin	Theander	<u>s</u> Basic	
Tim	Sanders	<u>d</u> driver	
Jennifer	Jensen	<u>j</u> Advanced	
Ken	Campbell	<u>k</u> Basic	
Brittany	Young	<u>N</u> Basic	
Lori	Sanders	<u>s</u> Basic	
Ken	Foster	<u>k</u> Basic	

DRAFT

MEDICAL DIRECTOR CONSENT & DISPATCH AGREEMENT

Whereas, Bonner County has adopted Emergency Management Service (EMS) Ordinance # 456 codified as Bonner County Revised Code (BCRC) 4-2 (hereinafter referred to as the "EMS Ordinance"); and

Whereas, the EMS Ordinance provides that its rules and regulation shall include the certification/licensing, by the Bonner County Ambulance Board (Board) of all EMS providers within the county; and

Whereas, the EMS Ordinance provides that the Board has the authority to determine which entities shall have primary response authority and to determine the defined EMS geographic boundaries in which such authority shall be exercised; and

Whereas, the EMS Ordinance authorizes the Board to enter into a written agreement with a medical director licensed pursuant to the requirements of Idaho Code and IDAPA rules; and

Whereas, the Board has entered into such medical director agreement with Ronald D. Jenkins, MD, who serves as the Board's EMS medical director; and

Whereas, the Board's medical director has issued a letter dated 7/1/26 (Attachment 1) which provides that Ronald D. Jenkins, MD will only serve as a Medical Director for agencies that provide services in a collaborative arrangement with the County; and

Whereas, Priest Lake EMTs, Inc. desires to be a collaborative agency with the County; Now therefore it is agreed as follows:

#1. For the period of October 1, 2026 through September 30, 2027 Bonner County shall recognize Priest Lake EMTs, Inc. department as a collaborative agency with the County. Additionally the County will provide Emergency medical dispatching to the collaborative agency; and

#2. Priest Lake EMTs, Inc. stipulates to the validity of Bonner County Ordinance #456 and agrees to provide EMS services according to the Ordinance and to provide services pursuant to the medical supervision plan established by Ronald D. Jenkins, MD within the EMS geographic boundaries established by the Board;

Ron Korn, Chairman Board of County Commissioners

Date

Attest, Deputy Clerk

Debbie Hewitt
Authorized Agent of Priest Lake EMTs, Inc.;

07/14/2026
Date

MEDICAL DIRECTOR CONSENT & DISPATCH AGREEMENT

Whereas, Bonner County has adopted Emergency Management Service (EMS) Ordinance # 456 codified as Bonner County Revised Code (BCRC) 4-2 (hereinafter referred to as the "EMS Ordinance"); and

Whereas, the EMS Ordinance provides that its rules and regulation shall include the certification/licensing, by the Bonner County Ambulance Board (Board) of all EMS providers within the county; and

Whereas, the EMS Ordinance provides that the Board has the authority to determine which entities shall have primary response authority and to determine the defined EMS geographic boundaries in which such authority shall be exercised; and

Whereas, the EMS Ordinance authorizes the Board to enter into a written agreement with a medical director licensed pursuant to the requirements of Idaho Code and IDAPA rules; and

Whereas, the Board has entered into such medical director agreement with Ronald D. Jenkins, MD, who serves as the Board's EMS medical director; and

Whereas, the Board's medical director has issued a letter dated 7/1/26 (Attachment 1) which provides that Ronald D. Jenkins, MD will only serve as a Medical Director for agencies that provide services in a collaborative arrangement with the County; and

Whereas, City of Sandpoint desires to be a collaborative agency with the County;

Now therefore it is agreed as follows:

#1. For the period of October 1, 2026 through September 30, 2027 Bonner County shall recognize City of Sandpoint as a collaborative agency with the County. Additionally the County will provide Emergency medical dispatching to the collaborative agency; and

#2. City of Sandpoint stipulates to the validity of Bonner County Ordinance #456 and agrees to provide EMS services according to the Ordinance and to provide services pursuant to the medical supervision plan established by Ronald D. Jenkins, MD within the EMS geographic boundaries established by the Board;

Ron Korn, Chairman Board of County Commissioners

Date

Attest, Deputy Clerk

Authorized Agent of City of Sandpoint

Date

July 6, 2026

CONTRACT ADDENDUM No. 1

BOYCOTTING ISREAL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the Agreement, engage in a boycott of the goods or services of the state of Israel or territories under its control as those terms are defined in the Anti-Boycott Against Israel Act (Idaho Code § 67-2346).

GOVERNMENT OF CHINA – Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS – To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the No Public Funds for Abortions Act (Idaho Code §§ 18-8701 et seq.).



Agent for Contractor

July 6, 2026
Date

MEDICAL DIRECTOR CONSENT & DISPATCH AGREEMENT

Whereas, Bonner County has adopted Emergency Management Service (EMS) Ordinance # 456 codified as Bonner County Revised Code (BCRC) 4-2 (hereinafter referred to as the "EMS Ordinance"); and

Whereas, the EMS Ordinance provides that its rules and regulation shall include the certification/licensing, by the Bonner County Ambulance Board (Board) of all EMS providers within the county; and

Whereas, the EMS Ordinance provides that the Board has the authority to determine which entities shall have primary response authority and to determine the defined EMS geographic boundaries in which such authority shall be exercised; and

Whereas, the EMS Ordinance authorizes the Board to enter into a written agreement with a medical director licensed pursuant to the requirements of Idaho Code and IDAPA rules; and

Whereas, the Board has entered into such medical director agreement with Ronald D. Jenkins, MD, who serves as the Board's EMS medical director; and

Whereas, the Board's medical director has issued a letter dated 7/1/26 (Attachment 1) which provides that Ronald D. Jenkins, MD will only serve as a Medical Director for agencies that provide services in a collaborative arrangement with the County; and

Whereas, Northside Fire District desires to be a collaborative agency with the County; Now therefore it is agreed as follows:

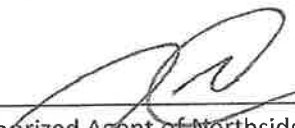
#1. For the period of October 1, 2026 through September 30, 2027 Bonner County shall recognize Northside Fire District as a collaborative agency with the County. Additionally the County will provide Emergency medical dispatching to the collaborative agency; and

#2. Northside Fire District stipulates to the validity of Bonner County Ordinance #456 and agrees to provide EMS services according to the Ordinance and to provide services pursuant to the medical supervision plan established by Ronald D. Jenkins, MD within the EMS geographic boundaries established by the Board;

Ron Korn, Chairman Board of County Commissioners

Date

Attest, Deputy Clerk



Authorized Agent of Northside Fire District;

7/20/26
Date

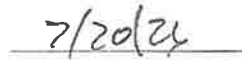
CONTRACT ADDENDUM No. 1

BOYCOTTING ISREAL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the Agreement, engage in a boycott of the goods or services of the state of Israel or territories under its control as those terms are defined in the Anti-Boycott Against Israel Act (Idaho Code § 67-2346).

GOVERNMENT OF CHINA – Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS – To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the No Public Funds for Abortions Act (Idaho Code §§ 18-8701 et seq.).


Agent for Contractor


Date

July 20, 2026

The individuals identified below are presently authorized to provide emergency medical services within the Bonner County EMS service area under the Northside Fire District and EMS non-transport license. Each individual meets or exceeds the applicable minimum qualifications, licensure requirements, and certification standards established by the State of Idaho and the National Registry of Emergency Medical Technicians for their respective level of certification. This authorization is consistent with Idaho Administrative Code IDAPA 16.01.07.110, which requires EMS personnel to obtain licensure through the Idaho EMS Bureau and maintain current affiliation with a licensed EMS agency, and IDAPA 16.02.02.100, which provides that licensed EMS personnel may provide patient care within their approved scope of practice under appropriate medical direction and agency authorization.

- EMT-B Zukus, Steven R
- EMT-B Coles, Timothy P
- EMT-B Bloxsom, Lucas
- EMT-B Robinson, Connor
- EMT-B Williams, Tiger E
- EMT-B Hodge, Gabriel L
- EMT-B Jackson, Ryan Carl
- EMT-B Cote, Matthew
- EMT-B Wright, Tanner
- EMT-B Bowman, David C
- EMT-B Stuckey, Josh
- EMT-B Bloxsom, Elizabeth G

MEDICAL DIRECTOR CONSENT & DISPATCH AGREEMENT

Whereas, Bonner County has adopted Emergency Management Service (EMS) Ordinance # 456 codified as Bonner County Revised Code (BCRC) 4-2 (hereinafter referred to as the "EMS Ordinance"); and

Whereas, the EMS Ordinance provides that its rules and regulation shall include the certification/licensing, by the Bonner County Ambulance Board (Board) of all EMS providers within the county; and

Whereas, the EMS Ordinance provides that the Board has the authority to determine which entities shall have primary response authority and to determine the defined EMS geographic boundaries in which such authority shall be exercised; and

Whereas, the EMS Ordinance authorizes the Board to enter into a written agreement with a medical director licensed pursuant to the requirements of Idaho Code and IDAPA rules; and

Whereas, the Board has entered into such medical director agreement with Ronald D. Jenkins, MD, who serves as the Board's EMS medical director; and

Whereas, the Board's medical director has issued a letter dated 7/1/26 (Attachment 1) which provides that Ronald D. Jenkins, MD will only serve as a Medical Director for agencies that provide services in a collaborative arrangement with the County; and

Whereas, Sagle Fire District desires to be a collaborative agency with the County; Now therefore it is agreed as follows:

#1. For the period of October 1, 2026 through September 30, 2027 Bonner County shall recognize Sagle Fire District as a collaborative agency with the County. Additionally the County will provide Emergency medical dispatching to the collaborative agency; and

#2. Sagle Fire District stipulates to the validity of Bonner County Ordinance #456 and agrees to provide EMS services according to the Ordinance and to provide services pursuant to the medical supervision plan established by Ronald D. Jenkins, MD within the EMS geographic boundaries established by the Board;

Ron Korn, Chairman Board of County Commissioners

Date

Attest, Deputy Clerk



Authorized Agent of Sagle Fire District;

7/20/26
Date

CONTRACT ADDENDUM No. 1

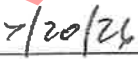
BOYCOTTING ISREAL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the Agreement, engage in a boycott of the goods or services of the state if Isreal or territories under its control as those terms are defined in the Anti-Boycott Against Isreal Act (Idaho Code § 67-2346).

GOVERNMENT OF CHINA – Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS – To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration on the Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the No Public Funds for Abortions Ace (Idaho Code §§ 18-8701 et seq.).



Agent for Contractor



Date

August 17, 2026

The individuals identified below are presently authorized to provide emergency medical services within the Bonner County EMS service area under the Westside Fire District and Sagle Fire District EMS non-transport license. Each individual meets or exceeds the applicable minimum qualifications, licensure requirements, and certification standards established by the State of Idaho and the National Registry of Emergency Medical Technicians for their respective level of certification. This authorization is consistent with Idaho Administrative Code IDAPA 16.01.07.110, which requires EMS personnel to obtain licensure through the Idaho EMS Bureau and maintain current affiliation with a licensed EMS agency, and IDAPA 16.02.02.100, which provides that licensed EMS personnel may provide patient care within their approved scope of practice under appropriate medical direction and agency authorization.

- EMT-B Jeff Calhoun
- EMT-I Glen Cassidy
- EMT-A Ethan Colby
- EMT-A Jason Cordle
- EMT-A Bernard Frechette
- EMT-B Rebecca Gurnett
- EMT-A Reny Hansen
- EMT-B Kaelyn Hess
- EMT-B Daniel Jensen
- EMT-B Nicholas Krom
- EMT-B Christopher Lewis
- EMT-A Cody Lile
- EMT-A Josh Palkki
- EMT-B Jonah Pucci
- EMT-B Thomas Weeks

MEDICAL DIRECTOR CONSENT & DISPATCH AGREEMENT

Whereas, Bonner County has adopted Emergency Management Service (EMS) Ordinance # 456 codified as Bonner County Revised Code (BCRC) 4-2 (hereinafter referred to as the "EMS Ordinance"); and

Whereas, the EMS Ordinance provides that its rules and regulation shall include the certification/licensing, by the Bonner County Ambulance Board (Board) of all EMS providers within the county; and

Whereas, the EMS Ordinance provides that the Board has the authority to determine which entities shall have primary response authority and to determine the defined EMS geographic boundaries in which such authority shall be exercised; and

Whereas, the EMS Ordinance authorizes the Board to enter into a written agreement with a medical director licensed pursuant to the requirements of Idaho Code and IDAPA rules; and

Whereas, the Board has entered into such medical director agreement with Ronald D. Jenkins, MD, who serves as the Board's EMS medical director; and

Whereas, the Board's medical director has issued a letter dated 7/1/26 (Attachment 1) which provides that Ronald D. Jenkins, MD will only serve as a Medical Director for agencies that provide services in a collaborative arrangement with the County; and

Whereas, West Pend Oreille Fire District desires to be a collaborative agency with the County; Now therefore it is agreed as follows:

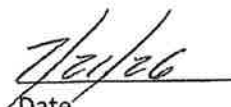
- #1. For the period of October 1, 2026 through September 30, 2027 Bonner County shall recognize West Pend Oreille Fire District as a collaborative agency with the County. Additionally the County will provide Emergency medical dispatching to the collaborative agency; and
- #2. West Pend Oreille Fire District stipulates to the validity of Bonner County Ordinance #456 and agrees to provide EMS services according to the Ordinance and to provide services pursuant to the medical supervision plan established by Ronald D. Jenkins, MD within the EMS geographic boundaries established by the Board;

Ron Korn, Chairman Board of County Commissioners

Date

Attest, Deputy Clerk


Authorized Agent of West Pend Oreille Fire District;


Date

ROSTER updated 7/27/26

WP#	NAME	HOME PH.	CELL PH.	WORK PH.	DUTIES
WP1	CHIEF JAMIE PAINTON	208-448-0343	208-946-1760	208-448-1141	EVERYTHING
WP2	LT. MICHAEL JANASZ		425-210-1774		FIREFIGHTER/TRAINING
WP3					
WP4	LT. RAY HANSON		360-770-1180		FIREFIGHTER/MECHANIC/TRAINING/DRIVER TRAIN
WP5	LT. MIKE McMAHON	208-448-1245	208-290-3648	208-448-1181	FIREFIGHTER/TRAINING
WP6					
WP7					
WP8	JUDY KOKANOS	208-448-2865	208-290-5716	509-447-5743	SECRETARY/TREASURER/CLERK
WP9	MIKE PILKINGTON	208-217-1900			FIREFIGHTER
WP10	JEANNIE BROWN		208-290-8234		FIRE REPORTS/SEC. FOR CHIEF/NEPSI
WP11					
WP12	LT. ED BROWN		208-304-0364		FIREFIGHTER
WP13	CATHERINE ALLEN	208-448-0739	208-597-1841		FIREFIGHTER/EMT
WP14	BOB HATFIELD				DUPITY FIREMASHALL
WP15					FIREFIGHTER
WP16	NICHOLYNN HAREL		585-991-2341		EMT
WP17	SAMUEL RICK HALL	208-448-1903	812-720-0615		FIREFIGHTER
WP18	CHRIS DAVIS	208-946-1757	208-394-4179	208-448-1521	FIREFIGHTER/LAW
WP19	CHRISTOPHER JOHNSTON		208-597-5593		FIREFIGHTER
WP20	CHAD NORDHAGEN		208-899-3640		FIREFIGHTER
WP21					FIREFIGHTER
WP22	STEPHEN BOUCHE		208-304-7145		FIREFIGHTER
WP23	MICHAEL DENNIS WORLEY		509-723-6959		FIREFIGHTER
WP24	JOSH CIERO		208-660-9871		FIREFIGHTER
WP25	HANNA ANDRING		986-205-8126		FIREFIGHTER/EMT
WP26	KEVIN McLEAVY	208-448-4221	208-627-7574		FIREFIGHTER
WP27	ISAAC RAY		850-420-4860		FIREFIGHTER
WP28	Richard O'Neal		509-671-6904		FIREFIGHTER
WP29	MICHAEL GARLAND		208-306-9017		FIREFIGHTER
WP30	CAMERON LACOMBE		509-981-7740		FIREFIGHTER
WP31	DARREN PFITZER		509-322-2533		FIREFIGHTER
WP32	ETHAN DANIEL DAY		208-916-5258		FIREFIGHTER

WP33	SHASTON LEE SHORT		541-240-1651		FIREFIGHTER
WP34	DAVID VANNATTER		208-290-6059		FIREFIGHTER/EMT
WP35	STEVEN MALDONADO		986-205-0615		FIREFIGHTER
WP36	JESSE MARES		208-640-7262		FIREFIGHTER
WP37	CLAYTON EBERLEY		208-597-6340		FIREFIGHTER
WP38	CHARLES FARLEY		509-655-1381		FIREFIGHTER
WP39	ANDREW AKMAN		208-819-8468		FIREFIGHTER
WP40	KYLE PETTIT	208-443-0541	208-217-0236		FIREFIGHTER/EMT
WP41					FIREFIGHTER
WP42	BRITTANY NORDHAGEN		208-946-7946		FIREFIGHTER/EMT
WP43	PAMELA WESTER	208-448-4428	208-597-6693		FIREFIGHTER /EMT
WP44	SAMMAUL WILLIAMS LOA MILITARY		208-819-1641		FIREFIGHTER
WP45	NIGEL CAVE		360-918-3191		FIREFIGHTER
WP46	RICK O'BRIEN		509-995-7433		PIO / EMT
WP47	PAUL HEUVEL	208-448-2013	208-290-2023		FIREFIGHTER
WP48	TERRY EMORD (INACTIVE)		208-603-0691		FIREFIGHTER
WP49	DAVID DAVIS		208920-9350		FIREFIGHTER
WP50	BOB HOWARD		208-255-6901	208-265-8867	DIR. EMER. MANG. BONNER CO.
WP51	STEVEN HIRST	208-448-1561	208-660-3442	509-671-2216	FIREFIGHTER/TENDER DRIVER
WP52	JANNA BROWN	518-320-0928			FIREFIGHTER
WP53	ROBERT HOOPER		901-237-4992		FIREFIGHTER
WP54					FIREFIGHTER
WP55	RACHEL RAY		208-597-4810		FIREFIGHTER
WP56	CHRIS FREE		208-255-0687		FIREFIGHTER
WP57					FIREFIGHTER
WP58	JOSIAH HOSKINDS		208-255-0381		FIREFIGHTER/EMT
WP59	HEATHER O'NEAL				FIREFIGHTER
WP60	WHITNEY GAMBER		509-615-9074		FIREFIGHTER
WP61	DAN MARTIN		208-770-0366		FIREFIGHTER
WP62	WAYNE GAMBER		509-615-9075		FIREFIGHTER
WP63					FIREFIGHTER
WP64					FIREFIGHTER
WP65	JACK DAVIS		208-448-0586		FIREFIGHTER
WP66	RAJAE GHISHAN		509-294-6183		FIREFIGHTER
WP67	DICK FREAR		208-255-6269		MECHANIC

WP-68	MICHAEL SPENCER	509-671-5384	FIREFIGHTER
WP-71	TAYLOR CROM	986-279-7717	FIREFIGHTER/EMT
WP-70	NEWPORT ALARM		
COMM. 1	CHRIS DAVIS	208-946-1757	208-394-4179
COMM. 2	DAVID VANNATTER		208-448-1521
COMM. 3	SAMUEL RICK HALL	208-448-1903	208-290-6059
		812-720-0615	COMMISSIONER
			COMMISSIONER

AUX 1	MISTY PAINTON	208-448-0487	208-659-7891	AUX
AUX 2	SHELLY LANGE		509-309-4147	AUX
AUX 3	JORDAN PAINTON		208-946-8195	
AUX 4				
AUX 5	HANNA HIRST	208-448-1561	509-671-2216	AUX SUPPORT
AUX 6	NICKOLAS IVIE		208-610-6349	NEWS LIAISON
AUX 7				

[illegible]

MEDICAL DIRECTOR CONSENT & DISPATCH AGREEMENT

Whereas, Bonner County has adopted Emergency Management Service (EMS) Ordinance # 456 codified as Bonner County Revised Code (BCRC) 4-2 (hereinafter referred to as the "EMS Ordinance"); and

Whereas, the EMS Ordinance provides that its rules and regulation shall include the certification/licensing, by the Bonner County Ambulance Board (Board) of all EMS providers within the county; and

Whereas, the EMS Ordinance provides that the Board has the authority to determine which entities shall have primary response authority and to determine the defined EMS geographic boundaries in which such authority shall be exercised; and

Whereas, the EMS Ordinance authorizes the Board to enter into a written agreement with a medical director licensed pursuant to the requirements of Idaho Code and IDAPA rules; and

Whereas, the Board has entered into such medical director agreement with Ronald D. Jenkins, MD, who serves as the Board's EMS medical director; and

Whereas, the Board's medical director has issued a letter dated 7/1/26 (Attachment 1) which provides that Ronald D. Jenkins, MD will only serve as a Medical Director for agencies that provide services in a collaborative arrangement with the County; and

Whereas, Sam Owen Fire Department desires to be a collaborative agency with the County; Now therefore it is agreed as follows:

#1. For the period of October 1, 2026 through September 30, 2027 Bonner County shall recognize Sam Owen Fire department as a collaborative agency with the County. Additionally the County will provide Emergency medical dispatching to the collaborative agency; and

#2. Sam Owen Fire Department stipulates to the validity of Bonner County Ordinance #456 and agrees to provide EMS services according to the Ordinance and to provide services pursuant to the medical supervision plan established by Ronald D. Jenkins, MD within the EMS geographic boundaries established by the Board;

Ron Korn, Chairman Board of County Commissioners

Date

Attest, Deputy Clerk

 FIRE CHIEF
Authorized Agent of Sam Owen Fire Department;

08.08.2026
Date

CONTRACT ADDENDUM No. 1

BOYCOTTING ISREAL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the Agreement, engage in a boycott of the goods or services of the state of Israel or territories under its control as those terms are defined in the Anti-Boycott Against Israel Act (Idaho Code § 67-2346).

GOVERNMENT OF CHINA – Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS – To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the No Public Funds for Abortions Act (Idaho Code §§ 18-8701 et seq.).

 Tim McCall FIRE CHIEF

Agent for Contractor

08-08-2026

Date



Bonner County Ambulance District
Board of Commissioners

Brian Domke Asia Williams Ron Korn

September 2, 2026

Memorandum

Agenda Item

To: Bonner County Ambulance Service District Board

Re: Medical Transport Agreement

Description: Contracts for medical transport with the below listed agencies and the Bonner County Ambulance Service District for the 2027 fiscal year. These contracts are for the provision of emergency and non-emergency medical transport services in Bonner County commencing October 1, 2026. The cost of these contracts are listed below:

Clark Fork Valley Ambulance - \$50,151.00 for the fiscal year to be paid in installments of \$4,179.25

Schweitzer Fire District - \$42,315.00 for the fiscal year to be paid in installments of \$3,526.25

Priest Lake EMTs, Inc. - \$50,151.00 for the fiscal year to be paid in installments of \$4,179.25

Kootenai County Emergency Medical Services System - \$9,851.00 to be paid in installments of \$820.92

For a total of \$199,218.00 annually, and \$16,601.50 in monthly installments.

Bookkeeper Review: _____

Email is attached verifying that the bookkeeper has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Distribution: _____ Original to Bonner County Ambulance District

_____ Copy to BOCC

A suggested Motion would be: Based on the information before us, I move to approve and sign the Medical the contracts for the provision of medical transport services in Bonner County with Clark Fork Valley Ambulance, Schweitzer Fire District, Priest Lake EMTs, Inc. and Kootenai County Emergency Medical Services System for the 2027 fiscal year.

Recommendation Acceptance: ☐ Yes ☐ No

Ron Korn, Chairman

Date

Agenda items

From Sarah Nixon <sarah.nixon@bonnerasd.gov>

Date Wed 8/26/2026 12:00 PM

To Bonner County BOCC Staff <bocstaff@bonnercountyid.gov>

 2 attachments (152 KB)

Partner Agency agreements 2026.docx; Medical Director Consent and Dispatch 2026.docx;

Hello,

I have attached the memos for the contracts I dropped off yesterday. The amounts for the Transport agency agreements were approved when the budget was approved. Let me know if you have any questions.

Sarah Nixon
Administrative Assistant
Bonner County Ambulance Service District
521 S Division Ave Ste 131, Sandpoint, ID 83864
Work 208-255-2194 ext. 1455

MASTER AGREEMENT

Bonner County and Schweitzer Fire District

AGREEMENT FOR THE PROVISION OF EMERGENCY AND NON-EMERGENCY MEDICAL TRANSPORT SERVICES IN BONNER COUNTY, IDAHO

THIS AGREEMENT is made by and between Bonner County, State of Idaho, (hereinafter referred to as "Bonner County"), and **Schweitzer Fire District**, Medical Service Provider (hereinafter referred to as "SERVICE PROVIDER")

PURPOSE

WHEREAS, the parties to this Agreement agree to provide medical transport serviced to sick and/or injured persons.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein set forth and for other good and valuable consideration, the parties mutually promise, covenant and agree as follows:

Bonner County, by the terms of this Agreement, hereby authorizes BCEMS, in conjunction with the Medical Director and with the agreement and assistance of the other medical transport SERVICE PROVIDERS who are party to this Agreement, to operate in Bonner County's medical services.

TERM

The term of this Agreement shall commence on October 1, 2026, for a period of one year. This Agreement shall renew automatically annually for an additional fiscal year (October 1 through September 30) under the same terms and conditions identified herein, except for the compensation to be paid by Bonner County. Compensation for the services provided herein shall be negotiated annually by the parties in good faith by no later than April 1st of the current contract year. If an Agreement has not been reached by May 1st of the current contract year, the Agreement shall be automatically terminated on September 30th of the contract year.

AMENDMENTS AND NOTICE

- a) This Agreement may be amended at any time by mutual agreement of the parties. Before any amendment is valid, it must first be reduced to writing and signed by both Bonner County and SERVICE PROVIDER.
- b) All notices and other written communication between the parties shall be provided as follows:

Notices and communications to be given to SERVICE PROVIDER shall be addressed to and delivered to the following addresses:

Schweitzer Fire District
7904 Schweitzer Mountain Road
Sandpoint, ID 83864

Notice and communication as required to be given to Bonner County shall be addressed to and delivered at the following address:

Bonner County Emergency Medical Services
521 S. Division Street Ste. 131
Sandpoint, ID 83864

COMPENSATION

SERVICE PROVIDER will be compensated commencing October 1, 2026 and in monthly installments based upon:

- \$42,315.00 to be paid in equal monthly installments of \$3,526.25.

INDEPENDENT CONTRACTOR

It is agreed that the relationship created by this Agreement between Bonner County and SERVICE PROVIDER is one of an Independent Contractor and not that of employer/employee. Neither SERVICE PROVIDER nor any employees of SERVICE PROVIDER nor any other medical or other personnel cooperation with the assisting SERVICE PROVIDER and providing services consistent with the Agreement are employees of Bonner County. Bonner County is interested in only the results obtained pursuant to this Agreement.

None of the benefits provided by Bonner County to its employees including but not limited to compensation, insurance, and unemployment insurance are available from Bonner County to SERVICE PROVIDER and/or agents operation for and under arrangements with SERVICE PROVIDER. SERVICE PROVIDER is solely and entirely responsible for his acts and the acts of his agents, employees and servants during the performance of this Agreement. Bonner County shall have no liability for any error, omission, act of negligence in any medical service provided or not provided to patients by SERVICE PROVIDER or any of SERVICE PROVIDER'S agents, employees, and cooperating and assisting personnel.

SERVICE PROVIDER shall be responsible for all Federal and State taxes, Social Security, Medicare taxes, and Self-Employment related taxes and obligations including Federal and State income tax withholding, Social Security contributions, and similar obligations related to SERVICE PROVIDER Independent SERVICE PROVIDER Status and providing the services under this Agreement. SERVICE PROVIDER shall obtain Worker's Compensation insurance for SERVICE PROVIDER and any agents, employees and staff that SERVICE PROVIDER may employ, and provide to Bonner County proof of such coverage or proof that Worker's Compensation is not required by law. SERVICE PROVIDER shall indemnify Bonner County and hold Bonner County, its agents and departments harmless from any and all claims for these obligations and taxes (including but not limited to Social Security taxes arising out of SERVICE PROVIDER'S failure to pay such fees, taxes, contributions and other obligations).

EMS STANDARDS AND PRACTICES

It is agreed by the parties hereto that they shall all abide by the applicable standards and requirements of the Idaho Department of Health and Welfare, EMS Bureau, as set forth in Idaho Code 56-1011 to 1018B; the Rules Governing Emergency Medical Services, IDAPA 16.02.03; Standards Manuals as developed and published by the EMS Bureau, as well as the Bonner County EMS Ordinance 456 and all other relevant

statutes, ordinances and administrative rules hereinafter adopted, identified and filed in the Office of the Clerk and provided to SERVICE PROVIDER by BCEMS.

SERVICE PROVIDER agrees that the sole medical director for their organization shall be the medical director appointed by the County Commissioners for the County's EMS System.

SERVICE PROVIDER further agrees to adhere to the orders, protocols, procedures and other lawful requirements of the system medical director as they pertain to the Medical Supervision Plan and the Medical Protocols.

SERVICE PROVIDER understands and agrees that each licensed member of their organization must be granted the right to practice by the county appointed medical director at a practice level determined by the medical director that may be below but cannot exceed the level at which the member is licensed by the State of Idaho.

SERVICE PROVIDER shall agree to maintain annual agency licensure through the Idaho EMS Bureau as required by statute or administrative rule at a licensure level appropriate to the level of service being provided.

SERVICE PROVIDER shall agree to operate as a county-wide resource, thus agreeing to respond to calls for service outside their primary area as defined in this agreement. This includes covering other areas by temporarily locating an ambulance at a designated location as well as responding to calls to aid persons sick and/or injured.

The parties hereto mutually covenant and agree to deal with each other, at all times with respect, in a good faith manner in performance of this Agreement. The parties agree to do all things, the extent reasonably practicable, to settle disputes amicably and quickly, and to forge a mutually beneficial and long lasting working relationship.

INSURANCE

SERVICE PROVIDER shall maintain Commercial General Liability insurance with minimum limits of \$500,000 Occurrence / \$1,000,000 Aggregate, including coverage for premises and operations, contractual liability, personal injury liability, products/completed operations liability (if applicable) SERVICE PROVIDER agrees to provide and be financially responsible for their personnel, liability and property insurance. It is further agreed that each party hereto shall provide BCEMS with proof of insurance consistent with the above provisions with ten (10) days following the signing of the Agreement.

Bonner County shall provide collision and liability insurance for all Bonner County – owned apparatus.

MALPRACTICE

Certificate of Medical Malpractice Liability Insurance in the amount of One Million Dollars (\$500,000/\$1,000,000 aggregate) shall be provided by SERVICE PROVIDER to Bonner County. For any additional provider that is added as a temporary or permanent provider, similar certificates of insurance will be provided to Bonner County.

All employees in the employ of SERVICE PROVIDER who provide services under this Agreement shall be covered under the terms of SERVICE PROVIDER'S Medical Malpractice Liability Certificates. SERVICE PROVIDER shall indemnify Bonner County and hold Bonner County harmless for any services provided in

association with this Agreement. However, no services will be directly by SERVICE PROVIDERS except as allowed by SERVICE PROVIDER'S licensing and appropriate and approved Bonner County Medical Director's Protocol.

ADDITIONAL DUTIES AND RESPONSIBILITIES OF SERVICE PROVIDER

The essential services/responsibilities to be performed by the SERVICE PROVIDER on an as-needed basis are as follows:

1. SERVICE PROVIDER will provide BCEMS with sufficient qualified personnel to staff (1) ambulance pursuant to Idaho Statute 56-1016 (1) at the minimum BLS Level transport, available to respond to any location served by BCEMS.
2. This staffing will be in effect twenty-four (24) hours per day, seven (7) days per week.
3. SERVICE PROVIDER will provide staff roster to BCEMS every six (6) months.
4. SERVICE PROVIDER will follow all Bonner County 9-1-1 Standard Operating Procedures.
5. SERVICE PROVIDER will comply with any request for information made by BCEMS as the requested information relates to any provision of this agreement.
6. SERVICE PROVIDER will participate in the Quality Assurance, Quality Improvement process under the supervision of the BCEMS Captain of Clinical Practice as the County Medical Director's designee.
7. SERVICE PROVIDER will be responsible for all ambulance billing and collections and will retain all monies when SERVICE PROVIDER transports. SERVICE PROVIDER will obtain approval from BCEMS for all continuing education or initial provider classes.
8. SERVICE PROVIDER will furnish BCEMS with a copy of annual financial statements.
9. SERVICE PROVIDER will be the primary transport unit within the Schweitzer Fire District.

ADDITIONAL DUTIES AND RESPONSIBILITIES OF BONNER COUNTY EMS

- BCEMS will provide dispatch and administrative and medical protocols and procedures with Emergency Medical Dispatch, and provide any updates
- BCEMS agrees to provide SERVICE PROVIDER with medical supplies at BCEMS cost. Oxygen and Medical waste will be taken care of by SERVICE PROVIDER through approved vendors. All other consumable items will be replenished at the cost of the SERVICE PROVIDER.
- BCEMS may offer SERVICE PROVIDER continuing education.
- BCEMS will submit reports to the Idaho Department of Health and Welfare, EMS Bureau, at such times and in such manner as the EMS Bureau may require.

COMPLAINTS

Failure to comply with any provision of this Agreement by SERVICE PROVIDER shall entitle Bonner County to withhold any monies payable after notice of breach and failure to cure in accordance with this Agreement.

TERMINATION FOR CONVENIENCE

Any party to this Agreement may terminate this Agreement in accordance with the provisions identified herein. A party seeking to terminate this Agreement shall give the other party at least thirty (30) days written notice before such withdrawal shall become effective. Upon termination, either for cause or convenience, all property owned or provided by Bonner County shall be returned in good working condition to Bonner County at the time of termination. Further, any unearned payments received by SERVICE PROVIDER shall be reimbursed to Bonner County based on the prorated amount in accordance with the days of service rendered for the month.

INVALIDITY

If any portion of this Agreement is determined to be invalid or enforceable as a matter of law, such invalidity or lack of enforcement shall be limited to such portion and shall not affect any other portions or provisions which shall be given the fullest effect permitted by law. In the event that is should be determined by a tribunal having appropriate jurisdiction that this Agreement is illegal or unenforceable as a matter of law, this Agreement shall be deemed to be null and void and the parties hereto shall be relieved of any further performance under the terms of this Agreement. In the event that Bonner County should fail to fund BCEMS as set forth above, Bonner County and SERVICE PROVIDER hereto shall be relieved of any further performance under the terms of this Agreement.

The parties hereto further mutually covenant, agree and represent that the terms of this Agreement have been completely read by them and that the terms of this Agreement are fully understood, binding and voluntarily accepted by them.

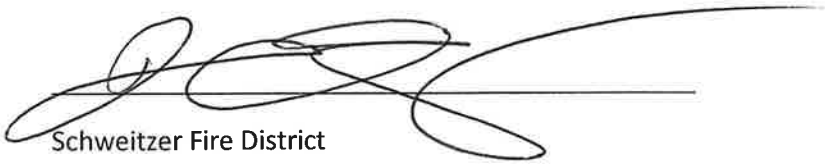
ATTORNEY'S FEES

If any party is required to enforce a breach or termination of this Agreement. The party shall be entitled to recover its reasonable attorney fees and costs from the breaching party, whether with suit or without suit.

COMPLETE AGREEMENT

This Agreement constitutes the complete and final understanding of the parties with respect to the subject matter hereof and cannot be amended or modified except by a written agreement signed by SERVICE PROVIDER and Bonner County.

IN WITNESS WHEREOF, the parties have executed this Agreement this 10 day of August 2026.


Schweitzer Fire District

BOARD OF BONNER COUNTY COMMISSIONERS

Ron Korn, Chairman

Brian Domke, Commissioner

Asia Williams, Commissioner

ATTEST:

Deputy Clerk

DRAFT

MEDICAL DIRECTOR CONSENT & DISPATCH AGREEMENT

Whereas, Bonner County has adopted Emergency Management Service (EMS) Ordinance # 456 codified as Bonner County Revised Code (BCRC) 4-2 (hereinafter referred to as the "EMS Ordinance"); and

Whereas, the EMS Ordinance provides that its rules and regulation shall include the certification/licensing, by the Bonner County Ambulance Board (Board) of all EMS providers within the county; and

Whereas, the EMS Ordinance provides that the Board has the authority to determine which entities shall have primary response authority and to determine the defined EMS geographic boundaries in which such authority shall be exercised; and

Whereas, the EMS Ordinance authorizes the Board to enter into a written agreement with a medical director licensed pursuant to the requirements of Idaho Code and IDAPA rules; and

Whereas, the Board has entered into such medical director agreement with Ronald D. Jenkins, MD, who serves as the Board's EMS medical director; and

Whereas, the Board's medical director has issued a letter dated 7/1/26 (Attachment 1) which provides that Ronald D. Jenkins, MD will only serve as a Medical Director for agencies that provide services in a collaborative arrangement with the County; and

Whereas, Schweitzer Fire District desires to be a collaborative agency with the County; Now therefore it is agreed as follows:

#1. For the period of October 1, 2026 through September 30, 2027 Bonner County shall recognize Schweitzer Fire District department as a collaborative agency with the County. Additionally the County will provide Emergency medical dispatching to the collaborative agency; and

#2. Schweitzer Fire District stipulates to the validity of Bonner County Ordinance #456 and agrees to provide EMS services according to the Ordinance and to provide services pursuant to the medical supervision plan established by Ronald D. Jenkins, MD within the EMS geographic boundaries established by the Board;

Ron Korn, Chairman Board of County Commissioners

Date

Attest, Deputy Clerk

Authorized Agent of Schweitzer Fire District;

10 Aug 2026

Date

CONTRACT ADDENDUM No. 1

BOYCOTTING ISREAL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the Agreement, engage in a boycott of the goods or services of the state of Israel or territories under its control as those terms are defined in the Anti-Boycott Against Israel Act (Idaho Code § 67-2346).

GOVERNMENT OF CHINA – Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS – To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration on the Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the No Public Funds for Abortions Act (Idaho Code §§ 18-8701 et seq.).


Agent for Contractor

10 Aug 2026
Date

MASTER AGREEMENT

Bonner County, the Kootenai County Emergency Medical Services System and Spirit Lake Fire Protection District

AGREEMENT FOR THE PROVISION OF EMERGENCY AND NON-EMERGENCY MEDICAL TRANSPORT SERVICES IN BONNER COUNTY, IDAHO

THIS AGREEMENT is made by and between **Bonner County**, State of Idaho, (hereinafter referred to as "Bonner County"), the **Kootenai County Emergency Medical Services System** (hereinafter referred to as "KCEMSS"), and **Spirit Lake Fire Protection District** (hereinafter referred to as "Spirit Lake Fire").

PURPOSE

WHEREAS, the parties hereto desire to combine and unify pre-hospital medical services, including both emergency and non-emergency medical services, in a defined area within Bonner County and to provide for certainty, consistency and economy in the management and delivery of those services, and;

WHEREAS, the parties to this Agreement agree to provide pre-hospital emergency and non-emergency medical services to sick and/or injured persons;

NOW, THEREFORE, in consideration of the mutual covenants and promises herein set forth and for other good and valuable consideration, the parties mutually promise, covenant and agree as follows:

Bonner County, by the terms of this Agreement, hereby authorizes KCEMSS and Spirit Lake Fire, with the agreement and assistance of the KCEMSS Medical Director, to operate within the area of Bonner County described in **Attachment "A"** hereto, which is incorporated into this Agreement by reference herein.

TERM

The term of this Agreement shall commence on October 1, 2026 for a period of one year. This Agreement shall renew automatically annually for an additional fiscal year (October 1 through September 30) under the same terms and conditions identified herein, except for the compensation to be paid by Bonner County. Compensation for the services provided herein shall be negotiated annually by the parties in good faith by no later than April 1st of the current contract year. If an Agreement has not been reached by May 1st of the contract year, the Agreement shall be automatically terminated on September 30th of the contract year.

AMENDMENTS AND NOTICE

- a) This Agreement may be amended at any time by mutual agreement of the parties. Before any amendment is valid, it must first be reduced to writing and signed by all parties.
- b) All notices and other written communication between the parties shall be provided as follows:

Notices and communications to be given to KCEMSS shall be addressed to and delivered to the following address:

Kootenai County Emergency Medical Services System
4381 W. Seltice Way
Coeur d'Alene, ID 83814

Notice and communication as required to be given to Bonner County shall be addressed to and delivered at the following address:

Bonner County Emergency Medical Services
521 S. Division Ste 131
Sandpoint, ID 83864

Notice and communication as required to be given to Spirit Lake Fire shall be addressed to and delivered at the following address:

Spirit Lake Fire Protection District
32182 N. Sixth Ave.
Spirit Lake, ID 83869

COMPENSATION

During the initial term of this Agreement, KCEMSS will be compensated a total amount of \$9,851.00, to be paid in equal monthly installments of \$820.92 commencing in October of 2026.

INDEPENDENT CONTRACTOR

It is agreed that the relationship created by this Agreement between Bonner County, KCEMSS and Spirit Lake Fire is one of an Independent Contractor and not that of employer/employee. Neither KCEMSS, Spirit Lake Fire, nor any employees of KCEMSS or Spirit Lake Fire, nor any KCEMSS medical service provider which provides services consistent with the Agreement are employees of Bonner County. Bonner County is interested in only the results obtained pursuant to this Agreement.

None of the benefits provided by Bonner County to its employees, including but not limited to compensation, insurance, and unemployment insurance, are available from Bonner County to KCEMSS, Spirit Lake Fire and/or its agents, employees, and cooperating or assisting personnel.

KCEMSS and Spirit Lake Fire are solely and entirely responsible for their acts and the acts of its agents, employees, and cooperating or assisting personnel during the performance of this Agreement.

None of the benefits provided by KCEMSS or Spirit Lake Fire to its employees, including but not limited to compensation, insurance, and unemployment insurance, are available from KCEMSS or Spirit Lake Fire to Bonner County and/or its agents, employees, and cooperating or assisting personnel. Bonner County is solely and entirely responsible for its acts and the acts of its agents, employees, and cooperating or assisting personnel during the performance of this Agreement.

Bonner County shall have no liability for any error, omission, act of negligence in any medical service provided or not provided to patients by KCEMSS, Spirit Lake Fire or any of KCEMSS' agents, employees, and cooperating or assisting personnel. KCEMSS and Spirit Lake Fire shall have no liability for any error, omission, act of negligence in any medical service provided or not provided to patients by Bonner County or any of Bonner County's agents, employees, and cooperating or assisting personnel.

KCEMSS and Spirit Lake Fire shall be responsible for all Federal and State taxes, Social Security, Medicare taxes, and Self-Employment related taxes and obligations, including Federal and State income tax withholding, Social Security contributions, and similar obligations for employees and staff that KCEMSS or Spirit Lake Fire may employ. KCEMSS and Spirit Lake Fire shall obtain Worker's Compensation insurance for KCEMSS, Spirit Lake Fire, and any agents, employees and staff that KCEMSS may employ, and provide to Bonner County proof of such coverage or proof that Worker's Compensation is not required by law. KCEMSS and Spirit Lake Fire shall indemnify Bonner County and hold Bonner County, its agents and departments harmless from any and all claims for these obligations and taxes (including but not limited to Social Security taxes arising out of KCEMSS' and Spirit Lake Fire's failure to pay such fees, taxes, contributions and other obligations).

Bonner County shall be responsible for all Federal and State taxes, Social Security, Medicare taxes, and Self-Employment related taxes and obligations, including Federal and State income tax withholding, Social Security contributions, and similar obligations for employees and staff Bonner County may employ. Bonner County shall obtain Worker's Compensation insurance for Bonner County and any agents, employees and staff that Bonner County may employ, and provide to KCEMSS and Spirit Lake Fire proof of such coverage or proof that Worker's Compensation is not required by law. Bonner County shall indemnify KCEMSS and Spirit Lake Fire and hold KCEMSS and Spirit Lake Fire, its agents and departments harmless from any and all claims for these obligations and taxes (including but not limited to Social Security taxes arising out of Bonner County's failure to pay such fees, taxes, contributions and other obligations).

Bonner County understands that KCEMSS and Spirit Lake Fire does not provide any general liability, property, medical malpractice, or workers' compensation insurance covering its respective medical service providers, including, without limitation, Timberlake Fire Protection District, Northern Lakes Fire Protection District, Kootenai County Fire and Rescue, and the City of Coeur d'Alene, nor any of their employees; rather, each medical service provider is covered by

its own insurance. KCEMSS agrees to make its best efforts to ensure that each such provider provides Bonner County with proof of insurance consistent with the provisions of this Agreement with ten (10) days following the signing of the Agreement.

EMS STANDARDS AND PRACTICES

It is agreed by the parties hereto that they shall all abide by the applicable standards and requirements of the Idaho Department of Health and Welfare, EMS Bureau, as set forth in Idaho Code §§ 56-1011 through 56-1018B; the Rules Governing Emergency Medical Services, IDAPA 16.02.03; Standards Manuals as developed and published by the EMS Bureau, and all other relevant statutes and administrative rules pertaining to the provision of EMS services currently or subsequently adopted by the State of Idaho.

The parties agree that the KCEMSS medical director shall be the sole medical director for all KCEMSS and Spirit Lake Fire responses and operations within Bonner County. The parties further agree that the KCEMSS policies and protocols shall govern all KCEMSS and Spirit Lake Fire responses and operations within Bonner County.

KCEMSS and Spirit Lake Fire understands and agrees that each licensed member of their organization must be granted the right to practice by its medical director at a practice level determined by the medical director that may be below but cannot exceed the level at which the member is licensed by the State of Idaho.

KCEMSS and Spirit Lake Fire shall agree to maintain annual agency licensure through the Idaho EMS Bureau as required by statute or administrative rule at a licensure level appropriate to the level of service being provided.

The parties hereto mutually covenant and agree to deal with each other at all times with respect, in a good faith manner, in performance of this Agreement. The parties agree to do all things, to the extent reasonably practicable, to settle disputes amicably and quickly, and to forge a mutually beneficial and long lasting working relationship.

INSURANCE

KCEMSS, Spirit Lake Fire, and Bonner County shall maintain Commercial General Liability insurance with minimum limits of \$500,000 Occurrence / \$1,000,000 Aggregate, including coverage for premises and operations, contractual liability, personal injury liability, and products/completed operations liability (if applicable). All parties agree to provide and be financially responsible for their own personnel, liability and property insurance. It is further agreed that each party hereto shall provide each other with proof of insurance consistent with the above provisions with ten (10) days following the signing of the Agreement.

MALPRACTICE

KCEMSS, Spirit Lake Fire, and Bonner County mutually agree to provide a certificate of medical malpractice liability insurance in the amount of One Million Dollars (\$500,000/\$1,000,000

aggregate) to each party listed in this Agreement. All employees who provide services under this Agreement shall be covered under the terms of their respective employer's Medical Malpractice Liability Certificates. Each party shall assume all liability for the services provided by its respective employees in association with this Agreement.

ADDITIONAL DUTIES AND RESPONSIBILITIES OF KCEMSS AND SPIRIT LAKE FIRE

The essential services/responsibilities to be performed by KCEMSS and Spirit Lake Fire on an as-needed basis are as follows:

1. KCEMSS and Spirit Lake Fire will comply with any request for information made by Bonner County as the requested information relates to any provision of this agreement.
2. KCEMSS and Spirit Lake Fire will be the primary BLS/ILS transport unit in the service area defined in **Attachment A**.
3. KCEMSS will be responsible for all ambulance billing and collections and will retain all monies when KCEMSS transports, except that billing and collection for ALS calls involving a Bonner County EMS (BCEMS) paramedic and a transport unit operated by Spirit Lake Fire (and owned by KCEMSS) shall be performed as set forth in **Attachment B**.

COMPLIANCE

Failure to comply with any provision of this Agreement by KCEMSS or Spirit Lake Fire shall entitle Bonner County to withhold any monies payable after notice of breach and failure to cure in accordance with this Agreement.

TERMINATION FOR CONVENIENCE

Any party to this Agreement may terminate this Agreement in accordance with the provisions identified herein. A party seeking to terminate this Agreement shall give the other party at least thirty (30) days written notice before such withdrawal shall become effective. Any unearned payments received by KCEMSS shall be reimbursed to Bonner County based on the prorated amount in accordance with the days of service rendered for the month.

INVALIDITY

If any portion of this Agreement is determined to be invalid or enforceable as a matter of law, such invalidity or lack of enforcement shall be limited to such portion and shall not affect any other portions or provisions which shall be given the fullest effect permitted by law. In the event that it should be determined by a tribunal having appropriate jurisdiction that this Agreement is illegal or unenforceable as a matter of law, this Agreement shall be deemed to be null and void and the parties hereto shall be relieved of any further performance under the terms of this Agreement. In the event that Bonner County should fail to fund BCEMS as set forth above, Bonner County, KCEMSS and Spirit Lake Fire hereto shall be relieved of any further performance under the terms of this Agreement.

The parties hereto further mutually covenant, agree and represent that the terms of this Agreement have been completely read by them and that the terms of this Agreement are fully understood, binding and voluntarily accepted by them.

ATTORNEY'S FEES

If any party is required to enforce a breach or termination of this Agreement, that party shall be entitled to recover its reasonable attorney fees and costs from the breaching party, whether with suit or without suit.

COMPLETE AGREEMENT

This Agreement, including **Attachments A, B and C** hereto, constitutes the complete and final understanding of the parties with respect to the subject matter hereof and cannot be amended or modified except by a written agreement signed by KCEMSS and Bonner County.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the last date shown below.

DATED this 23 day of July, 2026.

**KOOTENAI COUNTY EMERGENCY
MEDICAL SERVICES SYSTEM**



Leslie Duncan, Chairman

ATTEST:



Tracy Abrahamson, Secretary

DATED this ____ day of _____, 2026.

SPIRIT LAKE FIRE PROTECTION DISTRICT

Dan Meliza, Chairman

ATTEST:

Anne Boisvert, Secretary

The parties hereto further mutually covenant, agree and represent that the terms of this Agreement have been completely read by them and that the terms of this Agreement are fully understood, binding and voluntarily accepted by them.

ATTORNEY'S FEES

If any party is required to enforce a breach or termination of this Agreement, that party shall be entitled to recover its reasonable attorney fees and costs from the breaching party, whether with suit or without suit.

COMPLETE AGREEMENT

This Agreement, including **Attachments A, B and C** hereto, constitutes the complete and final understanding of the parties with respect to the subject matter hereof and cannot be amended or modified except by a written agreement signed by KCEMSS and Bonner County.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the last date shown below.

DATED this ____ day of _____, 2026.

**KOOTENAI COUNTY EMERGENCY
MEDICAL SERVICES SYSTEM**

ATTEST:

Leslie Duncan, Chairman

Tracy Abrahamson, Secretary

DATED this 12th day of August, 2026.

SPIRIT LAKE FIRE PROTECTION DISTRICT

ATTEST:


Dan Meliza, Chairman


Anne Boisvert, Secretary

CONTRACT ADDENDUM No. 1

BOYCOTTING ISREAL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the Agreement, engage in a boycott of the goods or services of the state of Israel or territories under its control as those terms are defined in the Anti-Boycott Against Israel Act (Idaho Code § 67-2346).

GOVERNMENT OF CHINA – Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS – To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration on the Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the No Public Funds for Abortions Act (Idaho Code §§ 18-8701 et seq.).


Agent for Contractor


Date

ATTACHMENT A

ALS Transport Coverage Area

KCEMSS, Spirit Lake Fire and Bonner County agree that those areas of Bonner County that are within Spirit Lake Fire Protection District will be covered by EMS transport service by Spirit Lake Fire Protection District or other units designated by the Kootenai County Emergency Medical Services System.

Advanced Life Support response shall be selected based upon the closest (based upon mileage from the assigned station to the call) available paramedic staffed unit including resources from Bonner County Priest River Station and any Kootenai County paramedic staffed unit. The ALS coverage area to which this paragraph shall apply shall run along the southern border of Bonner County west of 4265 Kelso Lake to the Washington state line and north to mile marker 30.3 on Highway 41 (including Three Rocks Lane to the state line, Tower Mountain Road to the end).

Both parties further agree to act upon requests for EMS mutual aid whenever each respective county has units that are available within a reasonable response time to the incident. Neither party will expect compensation from the other regarding these responses. This agreement does not cover rescue services or other activities related to the duties and responsibilities of the respective fire protection districts.

ATTACHMENT B

ALS Transport Billing and Reimbursement Procedures

The billing and reimbursement procedure for all ALS Transport calls involving a BCEMS paramedic and a transport unit operated by Spirit Lake Fire (and owned by KCEMSS) shall be as follows:

1. BCEMS will submit all ALS transport reports for all calls involving a BCEMS paramedic and a transport unit operated by Spirit Lake Fire (and owned by KCEMSS). ALS reports covering the previous month must be delivered to the KCEMSS billing contractor, Systems Design, no later than the 15th of the month.
2. KCEMSS will reimburse BCEMS \$65.00 for each report that is submitted and billed as an ALS call, and payment received as an ALS call by System Design Billing.
3. KCEMSS will reimburse BCEMS once KCEMSS has received full payment for the transport.
4. KCEMSS will provide BCEMS with a quarterly update regarding all unpaid invoices.

ATTACHMENT C

Terms Required by Idaho Law

BOYCOTTING ISRAEL- If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the Agreement, engage in a boycott of the goods or services of the state of Israel or territories under its control as those terms are defined in the Anti-Boycott Against Israel Act (Idaho Code § 67-2346).

GOVERNMENT OF CHINA- Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS- To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the No Public Funds for Abortions Act (Idaho Code §§ 18-8701 et seq.).

MASTER AGREEMENT

Bonner County and Clark Fork Valley Ambulance

AGREEMENT FOR THE PROVISION OF EMERGENCY AND NON- EMERGENCY MEDICAL TRANSPORT SERVICES IN BONNER COUNTY, IDAHO

THIS AGREEMENT is made by and between Bonner County, State of Idaho, (hereinafter referred to as "Bonner County"), and **Clark Fork Valley Ambulance**, Medical service Provider (hereinafter referred to as "SERVICE PROVIDER")

PURPOSE

WHEREAS, the parties hereto desire to combine and unify pre-hospital emergency medical services, including emergency and non-emergency medical services throughout Bonner County and to provide for certainty, consistency and economy in the management and delivery of those services, and;

WHEREAS, the parties to this Agreement agree to provide medical transport services to sick and/or injured persons.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein set forth and for other good and valuable consideration, the parties mutually promise, covenant and agree as follows:

Bonner County, by the terms of this Agreement, hereby authorizes BCEMS, in conjunction with the Medical Director and with the agreement and assistance of the other medical transport SERVICE PROVIDERS who are party to this Agreement, to operate in Bonner County's medical services.

TERM

The term of this Agreement shall commence on October 1, 2026, for a period of one year. This Agreement shall renew automatically annually for an additional fiscal year (October 1 through September 30) under the same terms and conditions identified herein, except for the compensation to be paid by Bonner County. Compensation for the services provided herein shall be negotiated annually by the parties in good faith by no later than April 1st of the current contract year. If an Agreement has not been reached by May 1st of the contract year, the Agreement shall be automatically terminated on September 30th of the contract year.

AMENDMENTS AND NOTICE

- a) This Agreement may be amended at any time by mutual agreement of the parties. Before any amendment is valid, it must first be reduced to writing and signed by both Bonner County and SERVICE PROVIDER.
- b) All notices and other written communication between the parties shall be provided as follows:

Notices and communications to be given to SERVICE PROVIDER shall be addressed to and delivered to the following address:

Clark Fork Valley Ambulance
PO BOX 464
Clark Fork, ID 83811

Notice and communication as required to be given to Bonner County shall be addressed to and delivered at the following address:

Bonner County Emergency Medical Services
521 S. Division Street Ste. 131
Sandpoint, ID 83864

COMPENSATION

SERVICE PROVIDER will be compensated commencing October 1, 2026, and in monthly installments based upon:

- \$50,151.00 to be paid in 12 equal monthly installments of \$4,179.25.

INDEPENDENT CONTRACTOR

It is agreed that the relationship created by this Agreement between Bonner County and SERVICE PROVIDER is one of an Independent Contractor and not that of employer/employee. Neither SERVICE PROVIDER nor any employees of SERVICE PROVIDER nor any other medical or other personnel cooperation with the assisting SERVICE PROVIDER and providing services consistent with the Agreement are employees of Bonner County. Bonner County is interested in only the results obtained pursuant to this Agreement.

None of the benefits provided by Bonner County to its employees including but not limited to compensation, insurance, and unemployment insurance are available from Bonner County to SERVICE PROVIDER and/or agents operation for and under arrangements with SERVICE PROVIDER. SERVICE PROVIDER is solely and entirely responsible for his acts and the acts of his agents, employees and servants during the performance of this Agreement. Bonner County shall have no liability for any error, omission, act of negligence in any medical service provided or not provided to patients by SERVICE PROVIDER or any of SERVICE PROVIDER'S agents, employees, and cooperating and assisting personnel.

SERVICE PROVIDER shall be responsible for all Federal and State taxes, Social Security, Medicare taxes, and Self-Employment related taxes and obligations including Federal and State income tax withholding, Social Security contributions, and similar obligations related to SERVICE PROVIDER Independent SERVICE PROVIDER Status and providing the services under this Agreement. SERVICE PROVIDER shall obtain Worker's Compensation insurance for SERVICE PROVIDER and any agents, employees and staff that SERVICE PROVIDER may employ, and provide to Bonner County proof of such coverage or proof that Worker's Compensation is not required by law. SERVICE PROVIDER shall indemnify Bonner County and hold Bonner County, its agents and departments harmless from any and all claims for these obligations

and taxes (including but not limited to Social Security taxes arising out of SERVICE PROVIDER'S failure to pay such fees, taxes, contributions and other obligations).

EMS STANDARDS AND PRACTICES

It is agreed by the parties hereto that they shall all abide by the applicable standards and requirements of the Idaho Department of Health and Welfare, EMS Bureau, as set forth in Idaho Code 56-1011 to 1018B; the Rules Governing Emergency Medical Services, IDAPA 16.02.03; Standards Manuals as developed and published by the EMS Bureau, as well as the Bonner County EMS Ordinance 456 and all other relevant statutes, ordinances and administrative rules hereinafter adopted, identified and filed in the Office of the Clerk and provided to SERVICE PROVIDER by BCEMS.

SERVICE PROVIDER agrees that the sole medical director for their organization shall be the medical director appointed by the County Commissioners for the County's EMS System.

SERVICE PROVIDER further agrees to adhere to the orders, protocols, procedures and other lawful requirements of the system medical director as they pertain to the Medical Supervision Plan and the Medical Protocols.

SERVICE PROVIDER understands and agrees that each licensed member of their organization must be granted the right to practice by the county appointed medical director at a practice level determined by the medical director that may be below but cannot exceed the level at which the member is licensed by the State of Idaho.

SERVICE PROVIDER shall agree to maintain annual agency licensure through the Idaho EMS Bureau as required by statute or administrative rule at a licensure level appropriate to the level of service being provided.

SERVICE PROVIDER shall agree to operate as a county-wide resource, thus agreeing to respond to calls for service outside their primary area as defined in this agreement. This includes covering other areas by temporarily locating an ambulance at a designated location as well as responding to calls to aid persons sick and/or injured.

The parties hereto mutually covenant and agree to deal with each other, at all times with respect, in a good faith manner in performance of this Agreement. The parties agree to do all things, the extent reasonably practicable, to settle disputes amicably and quickly, and to forge a mutually beneficial and long lasting working relationship.

INSURANCE

SERVICE PROVIDER shall maintain Commercial General Liability insurance with minimum limits of \$500,000 Occurrence / \$1,000,000 Aggregate, including coverage for premises and operations, contractual liability, personal injury liability, products/completed operations liability (if applicable) SERVICE PROVIDER agrees to provide and be financially responsible for their personnel, liability and property insurance. It is further agreed that each party hereto shall provide BCEMS with proof of insurance consistent with the above provisions with ten (10) days following the signing of the Agreement.

Bonner County shall provide collision and liability insurance for all Bonner County – owned apparatus.

MALPRACTICE

Certificate of Medical Malpractice Liability Insurance in the amount of One Million Dollars (\$500,000/\$1,000,000 aggregate) shall be provided by SERVICE PROVIDER to Bonner County. For any additional provider that is added as a temporary or permanent provider, similar certificates of insurance will be provided to Bonner County.

All employees in the employ of SERVICE PROVIDER who provide services under this Agreement shall be covered under the terms of SERVICE PROVIDER'S Medical Malpractice Liability Certificates. SERVICE PROVIDER shall indemnify Bonner County and hold Bonner County harmless for any services provided in association with this Agreement. However, no services will be directly by SERVICE PROVIDERS except as allowed by SERVICE PROVIDER'S licensing and appropriate and approved Bonner County Medical Director's Protocol.

ADDITIONAL DUTIES AND RESPONSIBILITIES OF SERVICE PROVIDER

The essential services/responsibilities to be performed by the SERVICE PROVIDER on an as-needed basis are as follows:

1. SERVICE PROVIDER will provide BCEMS with sufficient qualified personnel to staff (1) ambulance pursuant to Idaho Statute 56-1016 (1) at the minimum ILS Level transport, available to respond to any location served by BCEMS.
2. This staffing will be in effect twenty-four (24) hours per day, seven (7) days per week.
3. SERVICE PROVIDER will provide a current staff roster to BCEMS every six (6) months.
4. SERVICE PROVIDER will follow all Bonner County 9-1-1 Standard Operating Procedures.
5. SERVICE PROVIDER will comply with any request for information made by BCEMS as the requested information relates to any provision of this agreement.
6. SERVICE PROVIDER will participate in the Quality Assurance, Quality Improvement process under the supervision of the BCEMS Captain of Clinical Practice as the County Medical Director's designee.
7. SERVICE PROVIDER will be responsible for all ambulance billing and collections and will retain all monies when SERVICE PROVIDER transports. SERVICE PROVIDER will obtain approval from BCEMS for all continuing education or initial provider classes.
8. SERVICE PROVIDER will furnish BCEMS with a copy of annual financial statements.
9. SERVICE PROVIDER will be the primary transport unit in the following defined area:
 - a. East on Highway 200 to the Montana State Line
 - b. West on Highway 200 to MP 43
 - c. North to the mountains
 - d. South to Lake Pend Oreille

ADDITIONAL DUTIES AND RESPONSIBILITIES OF BONNER COUNTY EMS

- BCEMS will provide dispatch and administrative and medical protocols and procedures with Emergency Medical Dispatch, and provide any updates
- BCEMS agrees to provide SERVICE PROVIDER with medical supplies at BCEMS cost. Oxygen and Medical waste will be taken care of by SERVICE PROVIDER through

approved vendors. All other consumable items will be replenished at the cost of the SERVICE PROVIDER.

- BCEMS may offer SERVICE PROVIDER continuing education.
- BCEMS will submit reports to the Idaho Department of Health and Welfare, EMS Bureau, at such times and in such manner as the EMS Bureau may require.

COMPLAINT

Failure to comply with any provision of this Agreement by SERVICE PROVIDER shall entitle Bonner County to withhold any monies payable after notice of breach and failure to cure in accordance with this Agreement.

TERMINATION FOR CAUSE

Any party to this Agreement may terminate this Agreement in accordance with the provisions identified herein. A party seeking to terminate this Agreement shall give the other party at least thirty (30) days written notice before such withdrawal shall become effective. Upon termination, either for cause, all property owned or provided by Bonner County shall be returned in good working condition to Bonner County at the time of termination. Further, any unearned payments received by SERVICE PROVIDER shall be reimbursed to Bonner County based on the prorated amount in accordance with the days of service rendered for the month.

INVALIDITY

If any portion of this Agreement is determined to be invalid or unenforceable as a matter of law, such invalidity or lack of enforcement shall be limited to such portion and shall not affect any other portions or provisions which shall be given the fullest effect permitted by law. In the event that it should be determined by a tribunal having appropriate jurisdiction that this Agreement is illegal or unenforceable as a matter of law, this Agreement shall be deemed to be null and void and the parties hereto shall be relieved of any further performance under the terms of this Agreement. In the event that Bonner County should fail to fund BCEMS as set forth above, Bonner County and SERVICE PROVIDER hereto shall be relieved of any further performance under the terms of this Agreement.

The parties hereto further mutually covenant, agree and represent that the terms of this Agreement have been completely read by them and that the terms of this Agreement are fully understood, binding and voluntarily accepted by them.

ATTORNEY'S FEES

If any party is required to enforce a breach or termination of this Agreement. The party shall be entitled to recover its reasonable attorney fees and costs from the breaching party, whether with suit or without suit.

COMPLETE AGREEMENT

This Agreement constitutes the complete and final understanding of the parties with respect to the subject matter hereof and cannot be amended or modified except by a written agreement signed by SERVICE PROVIDER and Bonner County.

IN WITNESS WHEREOF, the parties have executed this Agreement this 21st day of July 2026.

Nick Woodward

Clark Fork Valley Ambulance

BOARD OF BONNER COUNTY COMMISSIONERS

Ron Korn, Chairman

ATTEST:

Deputy Clerk

Brian Domke, Commissioner

Asia Williams, Commissioner

CONTRACT ADDENDUM No. 1

BOYCOTTING ISREAL - If payments under the Agreement exceed one hundred thousand dollars (\$100,000) and Contractor employs ten (10) or more persons, then Contractor hereby certifies that it is not currently engaged in and will not, for the duration the Agreement, engage in a boycott of the goods or services of the state of Israel or territories under its control as those terms are defined in the Anti-Boycott Against Israel Act (Idaho Code § 67-2346).

GOVERNMENT OF CHINA – Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, be owned or operated by the government of China as set forth at Idaho Code § 67-2359.

CONTRACT WITH ABORTION PROVIDERS – To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration on the Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the No Public Funds for Abortions Act (Idaho Code §§ 18-8701 et seq.).

Nick Woodward

Agent for Contractor

7/21/26

Date

MASTER AGREEMENT

Bonner County and Priest Lake EMTS, Inc.

AGREEMENT FOR THE PROVISION OF EMERGENCY AND NON- EMERGENCY MEDICAL TRANSPORT SERVICES IN BONNER COUNTY, IDAHO

THIS AGREEMENT is made by and between Bonner County, State of Idaho, (hereinafter referred to as "Bonner County"), and **Priest Lake EMTS, Inc.** Medical Service Provider (hereinafter referred to as "SERVICE PROVIDER")

PURPOSE

WHEREAS, the parties hereto desire to combine and unify pre-hospital emergency medical services, including emergency and non-emergency medical services throughout Bonner County and to provide for certainty, consistency and economy in the management and delivery of those services, and;

WHEREAS, the parties to this Agreement agree to provide medical transport services to sick and/or injured persons.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein set forth and for other good and valuable consideration, the parties mutually promise, covenant and agree as follows:

Bonner County, by the terms of this Agreement, hereby authorizes BCEMS, in conjunction with the Medical Director and with the agreement and assistance of the other medical transport SERVICE PROVIDERS who are party to this Agreement, to operate in Bonner County's medical services.

TERM

The term of this Agreement shall commence on October 1, 2026, for a period of one year. This Agreement shall renew automatically annually for an additional fiscal year (October 1 through September 30) under the same terms and conditions identified herein, except for the compensation to be paid by Bonner County. Compensation for the services provided herein shall be negotiated annually by the parties in good faith by no later than April 1st of the current contract year. If an Agreement has not been reached by May 1st of the contract year, the Agreement shall be automatically terminated on September 30th of the contract year.

AMENDMENTS AND NOTICE

- a) This Agreement may be amended at any time by mutual agreement of the parties. Before any amendment is valid, it must first be reduced to writing and signed by both Bonner County and SERVICE PROVIDER.
- b) All notices and other written communication between the parties shall be provided as follows:

EMS STANDARDS AND PRACTICES

It is agreed by the parties hereto that they shall all abide by the applicable standards and requirements of the Idaho Department of Health and Welfare, EMS Bureau, as set forth in Idaho Code 56-1011 to 1018B; the Rules Governing Emergency Medical Services, IDAPA 16.02.03; Standards Manuals as developed and published by the EMS Bureau, as well as the Bonner County EMS Ordinance 456 and all other relevant statutes, ordinances and administrative rules hereinafter adopted, identified and filed in the Office of the Clerk and provided to SERVICE PROVIDER by BCEMS.

SERVICE PROVIDER agrees that the sole medical director for their organization shall be the medical director appointed by the County Commissioners for the County's EMS System.

SERVICE PROVIDER further agrees to adhere to the orders, protocols, procedures and other lawful requirements of the system medical director as they pertain to the Medical Supervision Plan and the Medical Protocols.

SERVICE PROVIDER understands and agrees that each licensed member of their organization must be granted the right to practice by the county appointed medical director at a practice level determined by the medical director that may be below but cannot exceed the level at which the member is licensed by the State of Idaho.

SERVICE PROVIDER shall agree to maintain annual agency licensure through the Idaho EMS Bureau as required by statute or administrative rule at a licensure level appropriate to the level of service being provided.

SERVICE PROVIDER shall agree to operate as a county-wide resource, thus agreeing to respond to calls for service outside their primary area as defined in this agreement. This includes covering other areas by temporarily locating an ambulance at a designated location as well as responding to calls to aid persons sick and/or injured.

The parties hereto mutually covenant and agree to deal with each other, at all times with respect, in a good faith manner in performance of this Agreement. The parties agree to do all things, the extent reasonably practicable, to settle disputes amicably and quickly, and to forge a mutually beneficial and long lasting working relationship.

INSURANCE

SERVICE PROVIDER shall maintain Commercial General Liability insurance with minimum limits of \$500,000 Occurrence / \$1,000,000 Aggregate, including coverage for premises and operations, contractual liability, personal injury liability, products/completed operations liability (if applicable) SERVICE PROVIDER agrees to provide and be financially responsible for their personnel, liability and property insurance. It is further agreed that each party hereto shall provide BCEMS with proof of insurance consistent with the above provisions with ten (10) days following the signing of the Agreement.

Bonner County shall provide collision and liability insurance for all Bonner County – owned apparatus.

MALPRACTICE

Certificate of Medical Malpractice Liability Insurance in the amount of One Million Dollars (\$500,000/\$1,000,000 aggregate) shall be provided by SERVICE PROVIDER to Bonner County. For any

3. BCEMS will offer SERVICE PROVIDER continuing education. BCEMS will pay for Basic EMT training with prior written approval from the BCEMS Chief.
4. BCEMS will submit reports to the Idaho Department of Health and Welfare, EMS Bureau, at such times and in such manner as the EMS Bureau may require.

COMPLAINT

Failure to comply with any provision of this Agreement by SERVICE PROVIDER shall entitle Bonner County to withhold any monies payable after notice of breach and failure to cure in accordance with this Agreement.

TERMINATION FOR CONVENIENCE

Any party to this Agreement may terminate this Agreement in accordance with the provisions identified herein. A party seeking to terminate this Agreement shall give the other party at least thirty (30) days written notice before such withdrawal shall become effective. Upon termination, either for cause or convenience, all property owned or provided by Bonner County shall be returned in good working condition to Bonner County at the time of termination. Further, any unearned payments received by SERVICE PROVIDER shall be reimbursed to Bonner County based on the prorated amount in accordance with the days of service rendered for the month.

INVALIDITY

If any portion of this Agreement is determined to be invalid or not enforceable as a matter of law, such invalidity or lack of enforcement shall be limited to such portion and shall not affect any other portions or provisions which shall be given the fullest effect permitted by law. In the event that it is determined by a tribunal having appropriate jurisdiction that this Agreement is illegal or unenforceable as a matter of law, this Agreement shall be deemed to be null and void and the parties hereto shall be relieved of any further performance under the terms of this Agreement. In the event that Bonner County should fail to fund BCEMS as set forth above, Bonner County and SERVICE PROVIDER hereto shall be relieved of any further performance under the terms of this Agreement.

The parties hereto further mutually covenant, agree and represent that the terms of this Agreement have been completely read by them and that the terms of this Agreement are fully understood, binding and voluntarily accepted by them.

ATTORNEY'S FEES

If any party is required to enforce a breach or termination of this Agreement. The party shall be entitled to recover its reasonable attorney fees and costs from the breaching party, whether with suit or without suit.

CONTRACT ADDENDUM No. 1

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CONTRACT WITH ABORTION PROVIDERS – To the extent the Agreement is subject to the use of public funds, Contractor hereby certifies that it is not, and will not, for the duration of the Agreement, become an abortion provider or an affiliate of an abortion provider as those terms are defined in the No Public Funds for Abortions Act (Idaho Code §§ 18-8701 et seq.).

Debbie Hewett

Agent for Contractor

07/14/2026

Date

BCASD Cash Outlook FY2026

Through September 2026

September 1 Cash Position = \$2,900,000

Projected (2) Payroll Expenses = \$270,000

Projected Operating Expenses = \$200,000

Projected Total Expenses = **\$470,000**

Projected Revenues = \$100,000

End of FY26 Cash Position = \$2,530,000

BCASD Budget FY2026

FY 26 Report: October 2025 through July 2026

FY26: 83% Completed

Total Income – \$5,435,947 (103%)

Contract Services – 89%

Payroll Expenses – 79%

Utilities – 86%

Vehicles/Fuel/Maintenance – 120%

Supplies/Oxygen – 132%

Total Expenses – 75%

Average burn rate \$398,000/Mo

DRAFT