



Bonner County

Board of Ambulance Service District

Brian Domke

Asia Williams

Ron Korn

MINUTES FOR THE BONNER COUNTY AMBULANCE SERVICE DISTRICT

September 2, 2026 – 11:00 AM – 12:00 PM

Bonner County Administration Building

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

On Wednesday, September 2, 2026, the Bonner County Board of Ambulance Service District met for their regularly scheduled meeting. Commissioners Domke and Korn were present. Commissioner Korn called the meeting to order at 11:22 a.m.

ADOPT THE ORDER OF AGENDA AS PRESENTED

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

Commissioner Korn stepped down from the chair and seconded the motion.

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

CONSENT AGENDA – Action Item

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

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

Commissioner Korn stepped down from the chair and seconded the motion.

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

BCASD – Jeff Lindsey

1) Action Item: Discussion/Decision Regarding FY26 Claims Batch #22, **Totaling \$48,284.88**

Commissioner Domke made a motion to approve payment of the FY26 BCASD Claims in Batch #22, Totaling \$48,284.88

Commissioner Korn stepped down from the chair and seconded the motion.

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

2) Action Item: Discussion/Decision Regarding BCASD Job Descriptions

Jeff clarified that the director of finance position is new and was approved in the budget adoption. The administrative assistant position is the current position, but they are changing the job description. He explained how the addition of this position will change the current admin's positions.

Commissioner Domke made a motion to approve the following BCASD job descriptions; Director of Finance and Administrative Assistant to begin October 1, 2026.

Commissioner Korn stepped down from the chair and seconded the motion.

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

3) Action Item: Discussion/Decision Regarding BCASD Personnel Policy Manual Revisions

This was approved a few months ago, but after approval, there were some grammatical errors noted.

Additionally, things like the FSA need to be removed, as that is not offered anymore with the district.

Commissioner Domke made a motion to approve the BCASD Personnel Manual revisions, as presented, to be implemented immediately.

Commissioner Korn stepped down from the chair and seconded the motion.

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

4) Action Item: Discussion/Decision Regarding Medical Director Consent & Dispatch Agreements
These agreements are done every year. Commissioner Domke noticed that the agreements say Bonner County rather than Bonner County Ambulance Service District.

Commissioner Domke made a motion to approve the Medical Director Consent and Dispatch agreement for all the fire protection districts and other partner agencies who wish to be considered collaborative

agencies with the Bonner County Ambulance Service District during the fiscal year of 2027, contingent upon the confirmation of the contract addendums having been signed by each entity.

Commissioner Korn stepped down from the chair and seconded the motion.

PUBLIC COMMENT:

Wayne Martin – Is Spirit Lake Fire involved in this agreement?

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

5) Action Item: Discussion/Decision Regarding Medical Transport Agreements

Commissioner Domke made a motion to approve and authorize the signing of the medical contracts for the provision of medical transport services with the Bonner County Ambulance Service District with Clark Fork Valley Ambulance, Schweitzer Fire District, Priest Lake EMTs, Inc. and Kootenai County Emergency Medical Services System for the 2027 fiscal year.

Commissioner Korn stepped down from the chair and seconded the motion.

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

MISCELLANEOUS BUSINESS - Action Items / Discussion / Decision / Recommendation

1) Task List: Review & Updates

None

2) Cash Flow Update

They are looking to end this fiscal year with \$2.5 million. There is no reason for a TAN this year, which is great.

3) Budget Update

They are at 103% of their fiscal year income, which is about \$200,000 over.

Public Comment*

Wayne Martin – Is there a percentage increase in their fuel budget, with prices increasing exponentially?

The meeting was adjourned at 11:45 a.m.

Clerk: *Lauren Reichenbach*

By


Commissioner Ron Korn, Chair


Date