



Bonner County Ambulance Service District Board

Brian Domke

Asia Williams

Ron Korn

AGENDA FOR THE BONNER COUNTY AMBULANCE SERVICE DISTRICT MEETING

September 16, 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 16, 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>

*****For Those Electronically Participating:**

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, September 2, 2026

BCASD

- 1) Action Item: Discussion/Decision Regarding FY26 Claims Batch #23; **Totaling \$17,394.66**
- 2) Action Item: Discussion/Decision Regarding Medical Director Agreement

MISCELLANEOUS BUSINESS - Action Items / Discussion / Decision / Recommendation

- 1) Task List: Review & Updates

PUBLIC COMMENT*



Bonner County Ambulance District
Board of Commissioners

Brian Domke Asia Williams Ron Korn

September 16, 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, September 2, 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

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



Bonner County Ambulance District
Board of Commissioners

Brian Domke Asia Williams Ron Korn

September 16, 2026

Memorandum

Agenda Item

To: Bonner County Ambulance Service District Board

Re: FY26 BCASD Claims in Batch #23

The Bonner County Ambulance Service District presented the FY26 BCASD Claims Batch #23, **Totaling \$ 17,394.66.**

A suggested Motion would be: Based on the information before us, I move to approve the payment of the FY26 BCASD Claims in Batch #23, totaling \$17,394.66.

Recommendation Acceptance: ☐ Yes ☐ No

Ron Korn, Chair

Date

Bonner County Ambulance Service District

Accounts Payable Report

9/16/2026

Batch: 23

Amount: \$17,394.66

Commissioner's Approval:

<u>Vendor</u>	<u>Bill amount</u>	<u>Due date</u>	<u>Invoice date</u>	<u>Invoice number</u>	<u>QuickBooks Desktop Account</u>
AT&T MOBILITY	\$ 385.12	9/15/2026	8/20/2026	X08282026	Utilities:Wireless Communication
AVISTA	\$ 146.93	9/14/2026	8/21/2026	2184720000_08.21.26	Utilities:Electric
Bonner County	\$ 211.82	9/1/2026	9/1/2026	05-02410.02_09.01.26	Utilities:Water/Sewer
Bonner County	\$ 568.72	8/19/2026	8/19/2026	0727737636_08.19.26	Utilities:Electric
Bonner County Daily Bee	\$ 190.96	8/8/2026	8/8/2026	53554	Supplies:Office & Stations
BOUND TREE MEDICAL, LLC.	\$ 2,043.21	9/24/2026	8/25/2026	86330688	Supplies:Medical
CITY OF PRIEST RIVER	\$ 128.15	9/15/2026	8/28/2026	0685-00_08.28.26	Utilities:Water/Sewer
CITY OF SANDPOINT	\$ 37.00	9/25/2026	9/1/2026	02-02880.01_09.01.26	Utilities:Water/Sewer
Clearwater Springs	\$ 34.95	9/22/2026	8/18/2026	943897	Supplies:Stations & Office
Clearwater Springs	\$ 22.57	10/1/2026	8/27/2026	944880	Supplies:Stations & Office
Clearwater Springs	\$ 10.19	9/29/2026	8/25/2026	944525	Supplies:Stations & Office
Clearwater Springs	\$ 28.57	9/15/2026	8/11/2026	943162	Supplies:Stations & Office
Clearwater Springs	\$ 22.38	9/17/2026	8/13/2026	943503	Supplies:Stations & Office
Clearwater Springs	\$ 28.57	9/8/2026	8/4/2026	942498	Supplies:Stations & Office
Clearwater Springs	\$ 40.95	9/8/2026	8/4/2026	942520	Supplies:Stations & Office
Coleman Oil Company LLC	\$ 4,709.87	9/10/2026	8/31/2026	CP-0443772	Vehicles:Fuel & Gas
EMS Technology Solutions LLC	\$ 920.00	9/30/2026	8/31/2026	INV6921	Computer & Software

EMSconnect	\$	272.00	10/1/2026	9/1/2026	16350	Computer & Software
GALLS, LLC	\$	82.10	10/2/2026	9/2/2026	36169129	Uniforms
Gription Tire Pros	\$	843.34	9/10/2026	8/31/2026	78924	Vehicles:Repairs & Maintenance
Grizzly Glass Centers	\$	39.95	8/26/2026	8/26/2026	WO H0185171	Vehicles:Repairs & Maintenance
HENRY SCHEIN	\$	778.42	9/24/2026	8/25/2026	61316570	Supplies:Medical
HENRY SCHEIN	\$	206.40	9/24/2026	8/25/2026	61277558	Supplies:Medical
Jeff Lindsey	\$	100.00	9/8/2026	9/8/2026	-	Uniforms
Kootenai-Ponderay Sewer District	\$	99.54	9/30/2026	8/21/2026	BID1249-00_08.21.26	Utilities:Water/Sewer
Northern Lights, Inc.	\$	869.02	9/23/2026	8/28/2026	50641560_08.28.26	MULTIPLE
Northern Lights, Inc.	\$	58.40	9/23/2026	8/28/2026	50317661_08.28.26	Utilities:Electric
oxarc Inc.	\$	181.07	9/27/2026	8/28/2026	32643857	Supplies:Oxygen
oxarc Inc.	\$	1,474.80	9/30/2026	8/31/2026	62336370	Supplies:Oxygen
Sand Creek Custom Wear	\$	161.50	9/23/2026	8/24/2026	13965	Uniforms
Selkirk Press Inc.	\$	482.67	9/30/2026	8/31/2026	24201	Supplies:Stations & Office
SMS Auto & Marine	\$	65.00	9/4/2026	9/4/2026	5022	Vehicles:Repairs & Maintenance
South Fork Hardware - Sandpoint	\$	19.98	8/26/2026	8/26/2026	436730	Supplies:Stations & Office
South Fork Hardware - Sandpoint	\$	16.49	8/31/2026	8/31/2026	437019	Vehicles:Repairs & Maintenance
Staples	\$	465.78	9/30/2026	8/31/2026	6073059796	Supplies:Stations & Office
Stryker Sales, LLC	\$	206.60	9/26/2026	8/27/2026	9213400947	Supplies:Medical
Teleflex LLC	\$	1,100.00	9/27/2026	8/28/2026	9512088837	Supplies:Medical
Trilogy Medwaste West LLC	\$	143.99	9/30/2026	8/31/2026	2020927	Utilities:Medical Waste
Vyve Broadband	\$	197.65	9/20/2026	9/3/2026	033-593176_09.03.26	Utilities:Internet
SUBTOTAL		\$ 17,394.66				



Bonner County Ambulance District
Board of Commissioners

Brian Domke Asia Williams Ron Korn

September 16, 2026

Memorandum

EMS Item

To: Bonner County Ambulance Service District Board

Re: Medical Director Agreement

Description: Medical Director Agreement between Dr. Ronald Jenkins and the Bonner County Ambulance Service District for the 2027 fiscal year. This contract commences October 1, 2026 and will remain effective for one year. The cost of this contract is \$46,750.00 annually which will be paid in monthly installments of \$3,895.83.

Bookkeeping 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 Director Agreement between Dr. Jenkins and BCASD for the 2027 fiscal year.

Recommendation Acceptance: ☐ Yes ☐ No

Ron Korn, Chairman

Date

**BONNER COUNTY EMERGENCY MEDICAL SERVICES SYSTEM
MEDICAL DIRECTOR AGREEMENT REQUIRED ELEMENTS**

This Agreement is between Ronald D. Jenkins, MD hereinafter called the Medical Director and Bonner County Emergency Medical Services System, hereinafter called Bonner County EMS system. By entering into this Agreement, the parties agree to be bound and obligated by its specific terms and conditions as defined and described in this document. Any changes, amendments, addendums or attachments to this Agreement must be in writing and signed by both parties.

1. Term of Agreement

This Agreement shall be effective on October 1, 2026, and shall remain effective for one year unless terminated for any reason by either party, subject to 90 days written notice. This Agreement may be renewed if parties so desire.

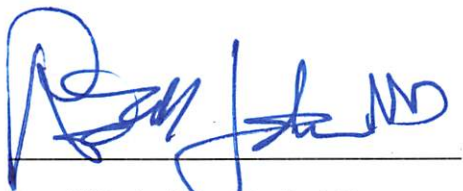
2. Title, Rank and status

- A. The Medical Director shall hold the official title and rank of "Medical Director" for the Bonner County EMS system.
- B. The Medical Director shall serve as an agent of the local medical community for the benefit of Bonner County customers and patients served by Bonner County EMS system. To accommodate these responsibilities, the Medical Director shall have a direct reporting relationship with the Bonner County Commissioners or Board of Bonner County EMS System Authority and shall possess authority to communicate directly with any person or persons that provide, supervise, manage or direct emergency medical care on behalf of the EMS System.

3. Operational Authority

- A. The Medical Director shall have authority to observe and monitor the availability and quality of emergency medical care provided by Bonner County EMS system and its agents, representatives, members and employees.
- B. The Medical Director shall have primary authority and responsibility for developing the Bonner County EMS system's training, treatment, and medical transportation policies, subject to budgetary limitations, state and federal regulatory requirements and constraints, and labor agreements between Bonner County EMS system and its employees and/or members.
- C. If, in the discretion of the Medical Director, an administering policy, procedure or practice of Bonner County EMS system requires altering or amending in order to assure the availability and quality of service, the Medical Director shall have immediate and unrestricted access to the Bonner County EMS Executive Director in order to report on the needed alteration(s) or amendment(s) and to recommend alternatives.
- D. The Medical Director shall be considered a member of the Bonner County EMS system representative to the Bonner County Medical community and the medical community's representative to the EMS System.
- E. The Medical Director shall be considered a member of the Bonner County EMS systems executive leadership staff and shall be included in all meetings and policy discussions relating to the availability and quality of emergency medical care provided by Bonner County EMS systems.

- F. The operations authority of the Medical Director shall be articulated to every agent, representative, member and employee of Bonner County EMS system, and that authority.
4. Compensation
- A. For the services rendered under this Agreement by the Medical Director under this Agreement, the Bonner County EMS system shall pay to the Medical Director the annual amount of \$46,750.00. This will be paid in monthly installments of \$3,895.83.
5. Insurance
- A. The Medical Director shall maintain, at his own expense, medical malpractice liability insurance in the amount of One Million Dollars (\$1,000,000.00) per occurrence, Three Million Dollars (\$3,000,000.00) aggregate, which shall provide coverage for all of the clinical duties, responsibilities, and actions which he shall assume and undertake pursuant to this Agreement. The Medical Director must provide proof of current medical malpractice insurance that is adequate to cover the responsibilities of the Medical Director within ten (10) working days of signing this Agreement, and the Medical Director shall provide the proof within ten (10) days of the beginning of any renewal periods made under this Agreement.



Ronald D. Jenkins, Medical Director

8/10/26

Date

Ron Korn, Chairman Board of County Commissioners

Date

Attest, Deputy Clerk

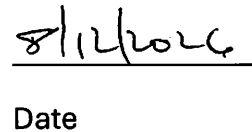
CONTRACT ADDENDUM No. 1

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