



East Boise County EMS District
April 2, 2025
204 Commercial St, Idaho City
Meeting Minutes

Call to Order: Meeting was called to order at 5:35pm by Commissioner Gross

Approval of Board of Meeting Agenda Notice Postings: Director Adams reported the timing and location of Meeting Agenda postings.

Roll Call: Commissioners Present: Commissioner Gross, Commissioner Gomez, Commissioner Anderson
Others present included: Treasurer Chavez, Legal Counsel Gigray (via Zoom), Secretary Gillett, EBCAD Director Adams

Public Input and Special Presentation: None.

Approval of Previous Meetings Minutes: Tabled

Bills: Treasurer Chavez presented bills for review and approval. Discussion ensued. Commissioner Gross MOTIONED to approve the purchase of Microsoft 365 Business Basics and Microsoft 365 Business standard in the amount of \$42.50. Commissioner Anderson SECOND. All Ayes. Commissioner Gross MOTIONED to pay SIF for Workman's Comp policy in the amount of \$402.00. Commissioner Gomez SECOND. All Ayes. Commissioner Gross MOTIONED to pay ICRMP for risk management services in the amount of \$2,374. Commissioner Anderson SECOND All Ayes.

Agreements and Medical Supervision Plan: Intergovernmental agreement has been prepared and is waiting on final review by Commissioner Gross and Legal Counsel Gigray. Medical Supervision Plan is prepared and has minimal changes that need reviewed by Legal Counsel Gigray. Agreement with the Medical Director has been reviewed and tentatively approved by Dr Laird, awaiting final signatures. All agreements were tabled for final review and approvals

Meeting Dates Discussion: Commissioner Gross proposed moving the regular monthly meeting to better align with the timing of bills. Discussion ensued. Commissioner Gross MOTIONED to move the regular meeting to the 4th Monday of the month at 5:30pm at the District office located at 204 Commercial St, Idaho City, ID. Commissioner Gomez SECOND. All Ayes.

Executive Session: None

Email and Website: Director Adams is working on setting up the .gov for the website and email. There was a discussion on having Meadow Lark Marketing add website and email setup/hosting to the in addition to the website design in the reviewed quote. Commissioner Gross MOTIONED to approve the quote from Meadow Lark Marketing for website design with an additional up to \$500 for website and email setup/hosting. Commissioner Gomez SECOND. All Ayes.

Health Insurance Discussion for Employees: Director Adams presented multiple quotes for employee insurance. Discussion on quotes as well as possibility of offering stipend or supplemental pay for insurance purchased by employee on the market. – Tabled for tentative budget numbers.

Grant for New Ambulance: Discussion on quotes received for new ambulance. Ambulance vendor determined to submit grant. New ambulance will replace Unit 15. Commissioner Gross MOTIONED to include the quote from Braun/Northstar quote for \$284,000 with the new ambulance grant request. Commissioner Gomez SECOND. All Ayes. Letter of support from Boise County Commissioner and EBCAD was presented for review. Commissioner Gross MOTIONED to approve the letter of support. Commissioner Anderson SECOND. All Ayes.

Mission and Vision Statements: Commissioner Anderson presented mission and vision statements for review. Discussion ensued. Commissioner Gross MOTIONED to approve the mission and vision statements presented. Commissioner Gomez SECOND. All Ayes.

Licensing Process Review: State EMS Licensing process requires complete re-application. Director Adams will start the process once all the necessary agreements have been approved and signed. NREMT process will transfer EBCAD license once application is submitted.

Tax Levy Paperwork and Information Review: Paperwork is due by April 30, 2025. Director Adams is gathering final information to complete and submit forms.

Bookkeeper and Payroll Discussion: Review of quote from Melanie Clark for bookkeeping and payroll services., Commissioner Gross MOTIONED to accept the quote from Melanie Clark for bookkeeping and payroll services. Commissioner Gomez SECOND. All Ayes.

Budgeting and Licensing Discussion: 911 agreement was presented. Legal Counsel Gigray will review. Lease agreements with Wilderness Ranch Fire Department and Lowman Fire Department need to be renewed as EBCED. WRFD would like existing lease to be assumed. Commissioner Gross to review lease. The lease with LFD will be renegotiated. Commissioner Gross and Commissioner Anderson will attend the LFD Commissioner meeting on April 14, 2025 to meet with Commissioners about renegotiating the lease.

Schedule Workshops: Budget and Policies Workshop, April 16, 2025, 5:30pm at EBCAD office.

Officer Reports:

- Director's Report: Director Adams updated the status of the ambulances and detailed plan to rotate locations of ambulances between stations monthly to guarantee they are not idle too long. She is also working on updating the labeling of station, ambulance, and medic numbers for radio identification.
- Chairman's Report: Commissioner: None
- Vice-Chairman's Report: None
- Treasurer's report: EBCAD received a hospital preparedness grant that will provide 3 computers, monitors, and office productivity software.
- Secretary's report: None
- Legal Counsel's Report: Legal Counsel Gigray provided a summary of current ID legislative bills being proposed. Highlighting ones that would directly affect EBCED. HB 206 passed that will transfer emergency medical services responsibilities to the Idaho Military Division

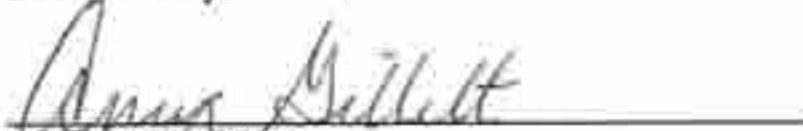
Future Agenda items:

- Budgets
- Fee Schedule
- Organizational Policies and Procedures
- Personnel Policies
- Training and recruitment for 2026
- Bookkeeping software
- Auditor
- Recordkeeping

Next meeting: Special Meeting, EBCED and Loman Fire District Commissioners, April 14, 2025, 6:30pm, Lowman Fire Station 80, 8000 HWY 21, Loman.
Policy and Budget workshop, Wednesday, April 16, 2025, 5:30pm, EBCED offices 204 Commercial St, Idaho City

Adjournment: Commissioner Gross adjourned the meeting at 8:22pm

Submitted By:




Name: Amy Gillett

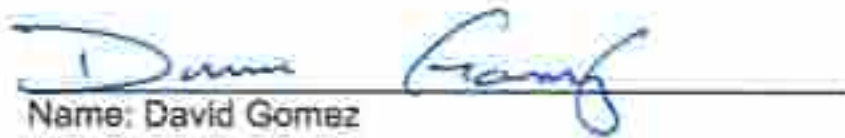
Title: Secretary

Approved this 16 day of April, 2025 by:

Name: Alex J Gross

Title: Commissioner, District 3, Chair


Name: James Anderson
Title: Commissioner, District 2


Name: David Gomez
Title: Commissioner, District 1

