



East Boise County EMS District  
June 30, 2025  
204 Commercial St, Idaho City  
Regular Meeting Minutes

**Call to Order:** Meeting was called to order at 5:40pm by Commissioner Gross

**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

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

**Public Input and Special Presentation:** None.

**Approval of Previous Meetings Minutes:** Secretary Gillett presented the minutes for the regular meeting held on June  
18, 2025. Commissioner Gross MOTIONED to accept and approve the minutes as presented. Commissioner  
Anderson SECOND. All Ayes.

**Bills:** None.

**New Business:** Director Adams provided an update on the billing contracts and communications with the billing  
company, EMS/MC. Discussion was had about changes to the contract. Director Adams will communicate  
changes to EMS/MC. Ethics policy was presented for review. Policy will be integrated into the district  
personnel policy.

**Unfinished/Tabled Business:** Updated EBCED Financial Policy was presented for review. Commissioner Gross  
MOTIONED to approve the updated financial policy. Commissioner Gomez SECOND. All Ayes. Updated  
EBCED Public Records Request Protocol was presented for review. Commissioner Gross MOTIONED to  
approve the public records request protocol. Commissioner Anderson SECOND. All Ayes. Updated EBCED  
Procurement and Policy Manual were presented for review. Discussion of changes made, and additional  
changes needed ensued. Manual was tabled for additional changes. 2025 EBCED and WRFD Dual Response  
Protocol agreement was presented for review. WRFD has approved the agreement. Commissioner Gross  
MOTIONED to approve the agreement. Commissioner Gomez SECOND. All Ayes.

**Personnel:** EBCED job descriptions were presented for approval. Paid EMT Job Description was discussed.  
Commissioner Gross MOTIONED to approve the Paid EMT Job Description. Commissioner Gomez SECOND.  
All Ayes. EBCED Personnel Policy was presented for review. Ethics Policy to be added. Policy was tabled.

**Budget:** Ambulance fees, Mass Gathering fees, Supply fees, and Out of District charges were presented. Fees were  
discussed and compared to industry standards. Fees were tabled for recalculations. Ride Ticket Program was  
discussed. Program will be discontinued at this time. Discussion on waiving out of pocket charges for use of  
EMS for all district employees, volunteers, and first responder partners in good standing was had. Will be  
calculated.

**Future Agenda items:**

- Budgets
- Fee Schedules
- Organizational Policies and Procedures
- Employee Healthcare Benefits
- Training and recruitment for 2026
- Auditor
- Recordkeeping and custody
- Mutual Aid and MOU
- Lease Agreements
- Investment Policies

**Executive Session:** Commissioner Gross MOTIONED to move into executive session per Idaho Code Section 74-  
206(1)(f) pending litigation. Roll call vote: Commissioner Gross – Aye; Commissioner Gomez – Aye;  
Commissioner Anderson – Aye. Motion passed unanimously. Legal Counsel Gigray, Director Adams, Treasurer

Chavez and Secretary Gillett were present in executive session. Commissioner Gross brought the meeting out of executive session per I.C. 74-206(1)(f), pending litigation. Commissioner Gross MOTIONED to prepare a special correspondence with Lowman FD regarding the terms of the lease agreement and extraction truck lease per the discussion in executive session. Commissioner Anderson SECOND. All Ayes. Commissioner Gomez to prepare the correspondence. Commissioner Gross MOTIONED to have a special meeting on Monday, July 7, 2025, to review the special correspondence. Commissioner Anderson SECOND. All Ayes.

**Officer Reports:** Director Adams provided an update on the licensing process and upcoming inspections. Commissioner Gross proposed sending all current district employees and volunteers a letter introducing the new district and updated employment/volunteer applications. Commissioner Gross also brought up scheduling a Barbeque as a meet and greet with the new district commissioners. Barbeque was scheduled for August 3, 2025, 11am to 1pm at the EBCED Office.

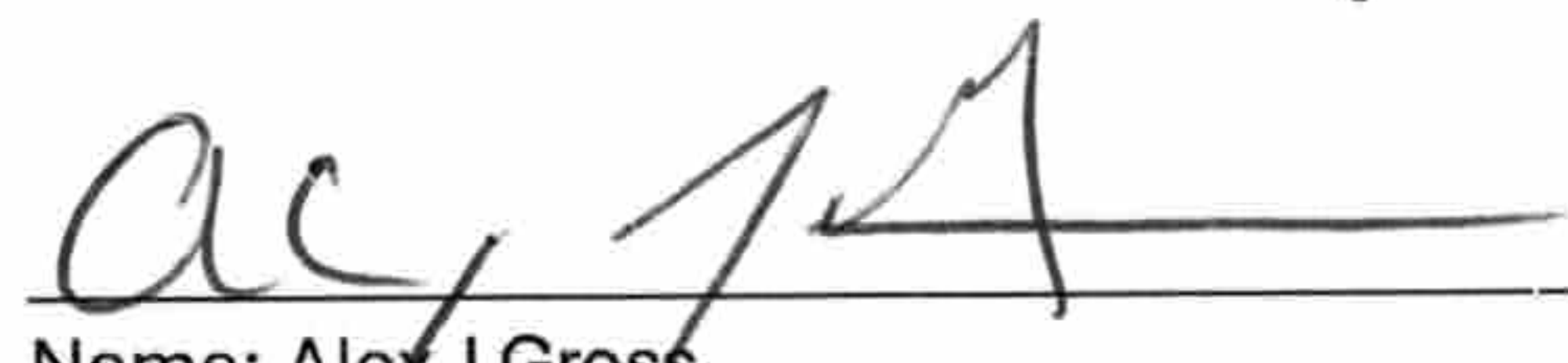
**Next meeting:** Special Meeting, Monday July 7, 2025, 5:30pm, EBCED offices 204 Commercial St, Idaho City.  
Lowman FD Meeting, Monday, July 10, 2025, 5:30pm, Lowman Fire Station, 8000 HW 21, Lowman, ID 83637.  
Budget workshop, Wednesday, July 16, 2025, 5:30pm, EBCED offices 204 Commercial St, Idaho City.  
Regular Meeting, Monday, July 28, 2025, 5:30pm, EBCED offices 204 Commercial St, Idaho City.


**Adjournment:** Commissioner Gross adjourned the meeting at 7:50pm

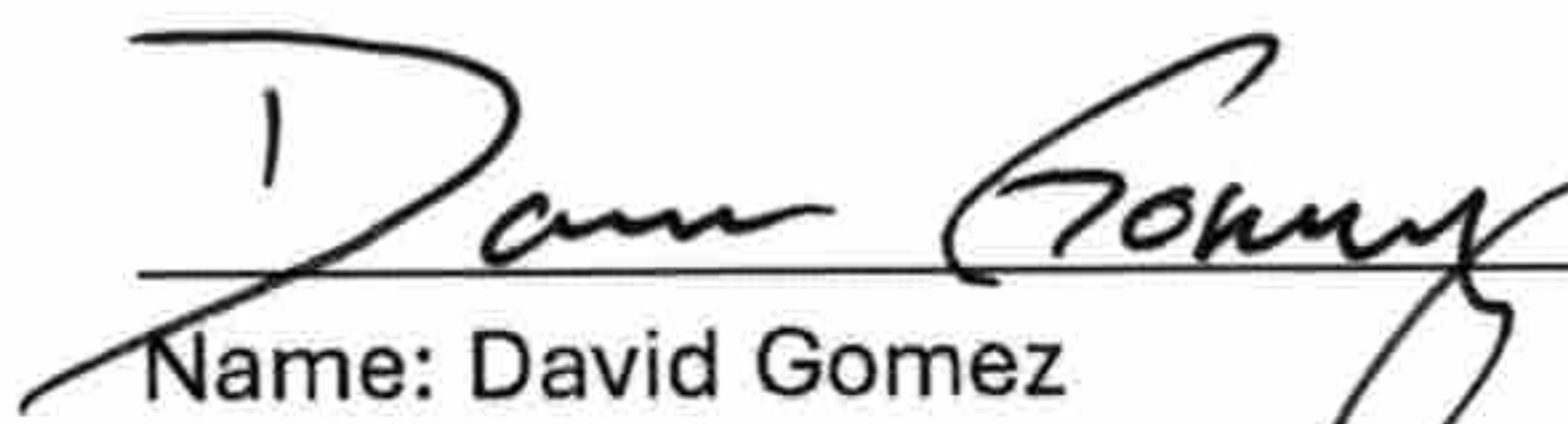
Submitted By:

  
Name: Amy Gillett  
Title: Secretary

Approved this 10 day of July, 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

