



**EAST BOISE COUNTY EMS DISTRICT  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
Regular Meeting AGENDA NOTICE**

[https://teams.microsoft.com/j/meetup-join/19%3ameeting\\_MmZhOWFmNDgtNjg0NC00MDBjLTk3NDEtNmYzYzRhMTBjMGU3%40thread.v2/0?context=%7b%22Tid%22%3a%2271a8b82-0c82-4da8-8daf-1a6c2dcb490c%22%2c%22Oid%22%3a%22811c551e-2388-4167-92bd-e3a6ff3280fc%22%7d](https://teams.microsoft.com/j/meetup-join/19%3ameeting_MmZhOWFmNDgtNjg0NC00MDBjLTk3NDEtNmYzYzRhMTBjMGU3%40thread.v2/0?context=%7b%22Tid%22%3a%2271a8b82-0c82-4da8-8daf-1a6c2dcb490c%22%2c%22Oid%22%3a%22811c551e-2388-4167-92bd-e3a6ff3280fc%22%7d)

**PLEASE TAKE NOTICE:** The Board of Commissioners of the East Boise County EMS District will conduct a Special Meeting at the following date, time and location:

DATE	TIME	LOCATION
June 30 <sup>th</sup> , 2025	1730	204 Commercial Street, Idaho City, Idaho 83631

**Action Item Notation:** Any agenda item that may have a vote is identified with the appearance of “Action Item” in the left column of this Meeting Agenda.

1. **Call to Order:**

2. **Approval of Board of Meeting Agenda Notice Postings:**

Action Item

- Report of the agenda notice postings inclusive of any amended agenda notice postings
- Motion to receive Secretary’s agenda notice, posting report, and set agenda.
- To amend the agenda after the start of the meeting and in the event the Board needs to take final action on the amended item – a motion must state that an emergency exists and be noted in the minutes and why the item was not reasonably anticipated to be on the agenda and state the reason there is an emergency.

[An emergency must be a situation involving injury or damage to persons or property, or immediate financial loss, or the likelihood of such injury, damage, or loss, when the notice requirements of agenda posting will make such notice impracticable, or increase the likelihood or severity of such injury, damage or loss.]

3. **Public Input and Special Presentations:**

4. **Approval of Previous Meeting Minutes:**

Action Item

- Approval of prior Meeting Minutes- June 18th 2025
- Any changes should be made at this time. Approval for any and all open meeting minutes from the month prior should be made by a separate board vote.

5. **Bills to Pay**

Action Items

6. **New Business:**

Action Items

- [Update on billing company- EMS/MC](#)
- [Ethics Policy 06.20.25 .docx -WFG submitted](#)



## Unfinished/Tabled Business Scheduled for this Board Meeting

Action  
Items

### Workshops: Policies/ contracts

1. Billing and Collections Contract-
2. [Unexecuted - 2025-04-30 - East Boise County EMS District Contract and BAA.docx](#)
3. [Unexecuted - 2025-04-30 - East Boise County EMS District Collections Master Agreement and SOW .docx](#)

### Policies

4. [Financial Policy - Gigray Edits Cash Policy Added \(1\).docx](#)
5. [East Boise County EMS District-Public Records Request Protocol - Revised 4-13-25 \(1\).docx](#)
6. [East Boise County EMS District-Public Records Request Application - Revised 4-13-25 \(1\).docx](#)
7. [Procurement Policy & Procedure Manual Revised 6-1-25 - Gigray Edits \(1\).docx](#)
8. [Financial Policy - Gigray Edits Cash Policy Added.docx](#)- updated 6/23/2025

### 8. Personnel

Action  
Items

- Personnel
  1. [Paid EMT Short.docx](#)
  2. [Volunteer EMT Job Description - Draft \(1\).docx](#)
  3. [EBCED Personnel-Policy -Revised 5-18-25.docx](#)

### 9. Budget Workshop

Action  
Items

- Ambulance Fee [Ambulance fee \(Ambulance Fees\)Copy of Rate Analysis2024\\_EBCAD-\(1\).xlsx](#)
  - a. Mass gathering Fees[Fee Structure For Mass Gathering\\_Standby Services.docx](#)
  - b. [FY25 ~ EBCED Budget Worksheet - Staffing Adjusted Proposed.xlsx](#)
  - c. [FY26 ~ EBCED Budget Worksheet - Proposed \(1\).xlsx](#)
- health insurance vs. Stipend-[Health Insurance](#)
- Ride ticket discussion and decision [Copy of Ride Ticket final 12-23.docx](#)
- [Sample Fee Schedule for EMS District with proposed 6-20-2025](#)



## Future Agendas

1. Starting the process of establishing a budget for this fiscal year and next and setting fees necessary to provide ambulance services in addition to the levy request starting on a date that works with the plan of dissolution of the East Boise County Ambulance District.
2. Identification of additional and future organizational issues to be discussed:
  - Budget Preparation and Approval
  - Investment Process Policy- Gigray
  - ICRMP – with Employees- mari working on
  - Audit Policy /GASB 34- **Gigray providing**
  - Operational Policy and Guidelines for the Generation of Records in the Conduct and Administration of District Business- **Gigray providing**
  - Electronic and Audio Records- **Gigray providing**
  - Records Custody, Control and Access Designations- **Gigray providing**
  - Fee Policy- **Gigray presenting**
  - Mutual Aid and MOU-
    - BCFFA MOU
    - Garden Valley
    - Northwest paramedic Associates
    - Elmore Counties, Mutual Assistance agreement
    - Boise, Gem and Valley Counties Mutual Assistance Agreement
    - [Wilderness ranch lease agreement.pdf](#)
    - [WRFPD\\_EBCAD Lease Agreement.pdf](#)



Items

**Executive Session under Idaho Code § 74-206 (1) may be held if determined necessary by the Commissioners. An executive session, at which members of the public are excluded, may be held. The following are the purposes for which the Commissioners may convene into executive session under Idaho Open Meeting Law.**

- I.C. § 74-206 (1) (a)-(f), (i), or (j)
- (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general;
  - (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent;
  - (c) To acquire an interest in real property which is not owned by a public agency;
  - (d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code;
  - (e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
  - (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.
  - (g) N/A
  - (h) N/A
  - (i) To engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed. The mere presence of a representative of the public agency's risk manager or insurance provider at an executive session does not satisfy this requirement.
  - (j) To consider labor contract matters authorized under section 74-206A (1) (a) and (b)

**12. Set Date, Time, and Location for the Workshop Board Meeting.**

Action  
Items

- Date: July 10th , 2025
- Time: 1730h
- Location: 204 Commercial Street, Idaho City, Idaho 83631



**Set Date, Time, and Location for the Special Board Meeting \_Lowman**

- Date: July 14<sup>th</sup>, 2025
- Time: 1730h
- Location: 204 Commercial Street, Idaho City, Idaho 83631

**Set Date, Time, and Location for the Regular Board Meeting.**

- Date: July 28, 2025
- Time: 1730h
- Location: 204 Commercial Street, Idaho City, Idaho 83631

**Set Date, Time, and Location for the Workshop Board Meeting.**

- Date: August 11, 2025
- Time: 1730h
- Location: 204 Commercial Street, Idaho City, Idaho 83631

**Set Date, Time, and Location for the Budget Hearing.**

- Date: August 20<sup>th</sup>, 2025
- Time: 1730h
- Location: 204 Commercial Street, Idaho City, Idaho 83631

15. **Adjournment:**

Action  
Item

I.C. § 74-204 (1) & (2) **Regular Meeting:** Post forty-eight (48) hours in advance of the meeting. **Special Meeting:** Post at least a twenty-four (24) hour in advance of the meeting, unless an emergency exists.

**District Secretary Posting Report:**

**By Aurora**                      **Date: 6/27/2025**      **\_Time: 12:55\_**      Location/s 204 Commercial Street  
Idaho City

**By: Mari**                      **Date: 6/27/2025**      **Time: 12:54**      EBCED Facebook Page

**Agenda Posting:** Post agenda 48 hours in advance of regular meeting. and 24 hours in advance of special meeting