



East Boise County EMS District
July 28, 2025
204 Commercial St, Idaho City
Regular Meeting Minutes

Call to Order: Meeting was called to order at 5:33pm by Commissioner Gross

Roll Call: Commissioners Present: Commissioner Gross, Commissioner Gomez, Commissioner Anderson
Others present included: Treasurer Chavez (via Teams), Legal Counsel Gigray (via Teams), 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 meeting held on July 10,
2025. Commissioner Gross MOTIONED to accept and approve the minutes as presented. Commissioner
Anderson SECOND. All Ayes. Secretary Gillett presented the minutes for the meeting held on July 14, 2025.
Commissioner Gross MOTIONED to accept and approve the minutes as presented. Commissioner Anderson
SECOND. All Ayes.

Bills: Bill for PO Box rental was presented. Commissioner Gross MOTIONED to spend up to \$70.00 on the PO Box rent.
Commissioner Gomez SECOND. All Ayes. Invoice from Meadow Lark Marketing was presented for the second
installment related to website setup. Commissioner Gross MOTIONED to pay \$750.00 to Meadow Lark
Marketing for website setup. Commissioner Gomez SECOND. All Ayes.

New Business: Information for drug testing with Minert and Associates was discussed. Commissioner Gross
MOTIONED to approve the use of Minert and Associates for drug testing. Commissioner Gomez SECOND. All
Ayes. The 5% Dextrose in water (D5W) Administration Protocol was presented for review. Protocol has been
approved by Dr Lohr. Commissioner Gross MOTIONED to approve the 5% Dextrose in Water (D5W)
Administration Protocol. Commissioner Anderson SECOND. All Ayes. The Fee Policy with Legal Counsel
Gigray's edits was presented for review. Policy was tabled for the addition of the fees once they are approved.
Director Adams provided employment applications for paid positions. Discussion was tabled for executive
session. Local taxing district election information form was discussed. Secretary Gillett will have it submitted
by end of week.

Unfinished/Tabled Business: Updated Lowman VFD Lease Amendment was presented for review. Commissioner
Gross MOTIONED to approve the lease amendment with Lowman VFD. Commissioner Anderson SECOND. All
Ayes.

Policies: EBCED Personnel Policy was presented for review. Commissioner Gross MOTIONED to approve the EBCED
Personnel Policy. Commissioner Gomez SECOND. All Ayes. EBCED Procurement Policy was presented for
review. Commissioner Gross MOTIONED to approve the EBCED Procurement Policy. Commissioner Anderson
SECOND. All Ayes.

Executive Session: Commissioner Gross MOTIONED to move into executive session per Idaho Code Section 74-
206(1)(a) employment. Roll call vote: Commissioner Gross - Aye; Commissioner Gomez - Aye; Commissioner
Anderson - Aye. Motion passed unanimously. Legal Counsel Gigray, Director Adams, Treasurer Chavez,
Secretary Gillett and Stephanie Tilley were present in executive session. Commissioner Gross brought the
meeting out of executive session per I.C. 74-206(1)(a), employment. Commissioner Gross MOTIONED to
prepare an offer letter to Stephanie Tilley for a full-time EMT position. Commissioner Anderson SECOND. All
Ayes. It was determined that all employees and volunteers would be subject to background checks and drug
tests prior to starting with the new district.

Budget: Mass Gathering fees were updated based on other private company fee structures. Non-transport EMS call
(TNT) costs were discussed. Out of district surcharge would apply regardless of transport or not. Residents
and taxpayers within the district would be exempt from this fee. Updated supply fees were discussed.
Updated FY25 Budget was presented for review. Commissioner Gross MOTIONED to approve the FY25 Budget
for publishing with the budget hearing notice. Commissioner Anderson SECOND. All Ayes. Updated FY26
Budget was presented for review. Commissioner Gross MOTIONED to approve the FY26 Budget for publishing

with the budget hearing notice. Commissioner Anderson SECOND. All Ayes. Commissioner Gross MOTIONED to approve the fees as discussed to be published with the notice of fee hearing notice. Commissioner Anderson SECOND. All Ayes. Notices to be published in the Idaho World Newspaper, on the EBCED website, and at the EBCED Office.


Future Agenda Items:

- Budgets
- Employee Healthcare Benefits
- Training and recruitment for 2026
- Auditor
- Recordkeeping and custody
- Mutual Aid and MOU
- Investment Policies

Next meeting: Special Meeting, Sunday August 3, 2025, 11:00am, Idaho City Community Park, Idaho City.
Workshop Meeting, Monday, August 11, 2025, 5:30pm, EBCED offices 204 Commercial St, Idaho City.
Budget Hearing, Wednesday, August 20, 2025, EBCED offices 204 Commercial St, Idaho City.
Regular Meeting, Monday, August 25, 2025, 5:30pm, EBCED offices 204 Commercial St, Idaho City


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

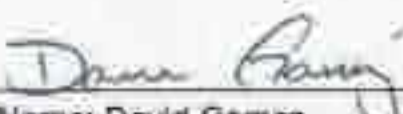
Submitted By:


Name: Amy Gillett
Title: Secretary

Approved this 11 day of August, 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

