



East Boise County EMS District
December 29, 2025
204 Commercial St, Idaho City
Regular Meeting Minutes

Call to Order: Meeting was called to order at 5:36pm by Commissioner Gross

Roll Call: Commissioners Present: Commissioner Gross, Commissioner Gomez, Commissioner Anderson
Others present included: Treasurer Chavez, Secretary Gillett, EBCED Chief Adams, Melanie Clark,
Bookkeeper

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 November 24, 2025. Commissioner Gross MOTIONED to approve the minutes from November 24, 2025. Commissioner Anderson SECOND. All Ayes. Secretary Gillett presented the minutes for the meeting held on December 8, 2025. Commissioner Gross MOTIONED to approve the minutes from December 8, 2025. Commissioner Anderson SECOND. All Ayes. Secretary Gillett presented the minutes for the meeting held on December 12, 2025. Commissioner Gross MOTIONED to approve the minutes from December 12, 2025. Commissioner Anderson SECOND. All Ayes.

Bills: Melanie Clark provided details of the payables, including payroll, paid November 24, 2025, through December 29, 2025. Commissioners reviewed itemized payables and corresponding documentation. Commissioner Gross MOTIONED to approve the payables presented for \$30,502.36 for November 24, 2025, through December 29, 2025, paid from the operating account. Commissioner Anderson SECOND. All Ayes.

New Business: Chief Adams provided information about System Design West as an alternative billing service. A representative from System Design West joined the meeting via Zoom and provided more information on the company's services and answered questions.

Discussion was had on snow plowing at Station 2. There was a quote for the service, but it was decided that staff and volunteers would handle this for the time being.

Assistant Chief Chaves brought it to the boards attention that Braden Campbell was not included in the district paid Air St Lukes memberships. Tabled for later discussion.

An invoice was presented for Armada Software that is used to program the radio. A donation was previously received to cover this cost. Commissioner Gross MOTIONED to pay \$476.00 to Armada Software with previous received donations. Commissioner Gomez SECOND. All Ayes.

Invoice from the State Insurance Fund was presented for 2026 premium for workers compensation insurance. Commissioner Gross MOTIONED to pay \$12,737.00 to State Insurance Fund for 2026 Workers Compensation Insurance premium. Commissioner Gomez SECOND. All Ayes

Chief Adams presented information about Slate scheduling software. Commissioner Gross MOTIONED to pay \$3,062 to Slate for scheduling software contingent on being able to cancel the current scheduling software contract and get a refund. Commissioner Gomez SEDCOND. All Ayes. Commissioner Gross MOTIONED to authorize Chief Adams to sign the contract with Slate. Commissioner Gomez SECOND. All Ayes.

Continued Business: Billing reports from EMS/MC were presented for review. Chief Adams provided an update on re-billing EMS/MC to Medicare.

Chief Adams provided an ambulance location update. Ambulances to be disposed of are in the way of the snowplow and need to be relocated until sold.

Executive Session: Commissioner Gross MOTIONED to move into executive session per Idaho Code Section 74-206(1)(b) employee evaluations, and (g) pending litigation. Roll call vote: Commissioner Gross – Aye; Commissioner Gomez – Aye; Commissioner Anderson – Aye. Motion passed unanimously. Director Adams, Treasurer Chavez, and Secretary Gillett were present in the executive session. Commissioner Gross brought the meeting out of executive session per I.C. 74-206(1)(b) employee evaluation, and (g) pending litigation.

Commissioner Gross MOTIONED to reimburse Braden Campbell \$65.00 for Air St Lukes membership.
Commissioner Anderson SECOND. All Ayes.

Future Agenda items:


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

Next meeting:


Regular Meeting, Monday, January 26, 2025, 5:30pm, EBCED Office 204 Commercial St, Idaho City


Adjournment: Commissioner Gross adjourned the meeting at 7:00pm

Submitted By:


Name: Amy Gillett
Title: Secretary

Approved this 14 day of March, 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