



Bonner County Ambulance Service District Board

Brian Domke

Asia Williams

Ron Korn

AGENDA FOR THE BONNER COUNTY AMBULANCE SERVICE DISTRICT MEETING

November 5, 2025 – Start 11:00 A.M. – End 12:00 P.M.

Bonner County Administration Building, 1500 Highway 2, Room 338, Sandpoint, ID

*****LIVESTREAM:** <https://www.youtube.com/channel/UCsFUpuVj8VtuATY4eAD7e4Q/videos>

You are invited to a Zoom Webinar

When: November 5, 2025, at 11:00 A.M. – 12:00 P.M. Pacific Time (US & Canada)

Topic: Bonner County Board of Bonner County Ambulance Service District's Meeting

Join from PC, Mac, iPad, or Android:

<https://bonnercounty.zoom.us/j/84157083772>

Passcode:685015

*****For Those Electronically Participating:**

Use of the Zoom link is not intended as a substitute for in person or written participation in the proceedings of County business. It is possible to have technology issues with the Zoom link to include, but not limited to, difficulty hearing and being heard.

If you have information to communicate to the County, please come in person or send your information in writing. the County cannot assure that the information will be received via Zoom. Use of Zoom is at risk of the user. Technology failure will not result in the County re-agendizing and/or accepting post deadline information on any given item or issue. In-person attendance is recommended.

CALL TO ORDER

ADOPT THE ORDER OF AGENDA

CONSENT AGENDA – Action Item

- 1) Bonner County Ambulance Service District Minutes, October 15, 2025
- 2) Invoices Over \$5k: Acrisure Insurance, \$9,267.00

BCASD

- 1) Action Item: Discussion/Decision Regarding FY26 Claims Batch #2; Totaling \$16,669.28

MISCELLANEOUS BUSINESS - Action Items / Discussion / Decision / Recommendation

- 1) Task List: Review & Updates
- 2) Budget Forecast Update

PUBLIC COMMENT*

Public Comment This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section, except in an emergency circumstance. Comments related to future public hearings should be held for the public hearing. Any person needing special accommodation to participate in the above-mentioned meeting should contact the Commissioners' Office 48 hours prior to the meeting by calling (208) 265-1438.*



Bonner County Ambulance District
Board of Commissioners

Brian Domke Asia Williams Ron Korn

November 5, 2025

Memorandum

CONSENT
AGENDA

To: Bonner County Ambulance Service District Board

Adopting the Order of the Agenda As Presented

A suggested Motion would be: Based on the information before us, I move to Adopt the Order of the Agenda as presented.

Consent Agenda

The Consent Agenda Includes:

- 1) Bonner County Ambulance Service District Minutes, October 15, 2025
- 2) Invoices: Acrisure Insurance (\$9,267.00)

A suggested Motion would be: Based on the information before us, I move to approve the Consent Agenda as presented.

Recommendation Acceptance: ☐ Yes ☐ No

Brian Domke, Chair

Date



Bonner County

Board of Ambulance Service District

Brian Domke

Asia Williams

Ron Korn

MINUTES FOR THE BONNER COUNTY AMBULANCE SERVICE DISTRICT

October 15, 2025 – 11:00 AM – 12:00 PM

Bonner County Administration Building

1500 Highway 2, Third Floor Conference Room, Sandpoint, ID

On Wednesday, October 15, 2025, the Bonner County Board of Ambulance Service District met for their regularly scheduled meeting. Commissioners Domke and Korn were present. Commissioner Domke called the meeting to order at 11:03 a.m.

ADOPT THE ORDER OF AGENDA AS PRESENTED

Commissioner Korn made a motion to adopt the Order of the Agenda as presented.

Commissioner Domke stepped down from the chair and seconded the motion.

Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

CONSENT AGENDA – Action Item

- 1) Bonner County Ambulance Service District Minutes, September 29, 2025

Commissioner Korn made a motion to adopt the Consent Agenda as presented.

Commissioner Domke stepped down from the chair and seconded the motion.

Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

BCASD – Sarah Nixon and Chief Lindsey

- 1) Action Item: Discussion/Decision Regarding FY26 Claims Batch #1, **Totaling \$47,113.03**

Commissioner Domke asked for clarification on the vehicle repair items. Adam Brinkmeier talked about the repairs needed on one vehicle. There were multiple issues with the single vehicle.

Commissioner Korn made a motion to approve payment of the FY26 BCASD Claims in Batch #1

Commissioner Domke stepped down from the chair and seconded the motion.

Roll Call Vote: Commissioner Domke – Yes; Commissioner Korn – Yes. The motion carries.

- 2) Action Item: Discussion/Decision Regarding the Authorization of Correction For Four Vehicle Title Errors, **Resolution**

Jeff Lindsey said the dealer accidentally listed the owner of these vehicles as Bonner County, rather than the ambulance district. Commissioner Korn asked if they are sure these vehicles were paid with ambulance funds. Jeff confirmed these were fully funded by the ambulance district.

Commissioner Korn made a motion to approve Resolution, number to be assigned, authorizing the correction of Scrivener's errors on four vehicle titles, showing the correct owner as Bonner County Ambulance Service District. I further authorize the chair to execute all necessary documents for these corrections.

Commissioner Domke stepped down from the chair and seconded the motion.

Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

- 3) Action Item: Discussion/Decision Regarding a Medical Director Consent and Dispatch Agreement

Commissioner Korn made a motion to approve the Medical Director Consent and Dispatch agreement for all the fire protection districts who wish to be considered collaborative agencies with Bonner County during the fiscal year of 2026.

Commissioner Domke stepped down from the chair and seconded the motion.

Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

MISCELLANEOUS BUSINESS - Action Items / Discussion / Decision / Recommendation

1) Task List: Review & Updates

- Jeff talked about the financial update. They rolled over fiscal years with over \$1 million in their account. He talked about the possibility of needing a TAN as well as other prior commissioner concerns. There is close to \$1.5 million in the bank today. Their ending balance last year was roughly \$140,000. They are in a much different position now than they were last year. His only concern is the current government shut down as the billing company they work with is affected by that. He does not foresee it causing any issues as long as the government shut down does not last longer than another month or so. Commissioner Domke talked about deciding a cutoff for a TAN and when they would initiate that. Chief Lindsey said he is planning on a TAN. This will come back at the next meeting so they can plan accordingly. Commissioner Korn asked about the contingency of roughly \$300,000. Chief Lindsey explained what this is. This is extra money from their actual expenses that they anticipate for 2026.

Public Comment*

No public comment

The meeting was adjourned at 11:20 p.m.

Clerk: *Lauren Reichenbach*

By _____
Commissioner Brian Domke, Chair

Date _____



Bonner County Ambulance District
Board of Commissioners

Brian Domke Asia Williams Ron Korn

November 5, 2025

Memorandum

**Consent
Agenda**

To: Bonner County Ambulance Service District Board

Payment of invoice 58905 to Acrisure Insurance Services in the amount of \$9,267.00 for the third installment of our Auto Insurance.

Bookkeeper Review: _____

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

approved.

Distribution: _____ Original to BOCC

_____ Copy to Bonner County EMS

A suggested Motion would be: Based on the information before us, I move to approve the payment of the Acrisure Insurance invoice in the amount of \$9,267.00.

Recommendation Acceptance: ☐ Yes ☐ No

Brian Domke, Chair

Date



Acrisure West Insurance Services, LLC

Invoice #	Date
58905	10/22/2025
Account Number	Amount Due
BONNCOU-04	\$9,267.00

Pay Online at: www.Acrisure.com/West-Pay/

Make checks payable and remit to:

Acrisure West Insurance Services, LLC
PO Box 103403
Pasadena, CA 91189-3403

For overnight / courier processing, remit to:

JP Morgan Chase
Attn: Acrisure West Coast Trust & 103403
2710 Media Center Dr, Building 6
Los Angeles, California 90065

Bonner County Emergency Medical Services
521 S Division Ave
Ste 131
Sandpoint, ID 83864-2092

Detach and return top portion with check payment. Please include invoice number on check memo line.



Invoice #	Account Number	Date	Amount Due
58905	BONNCOU-04	5/19/2025	\$9,267.00

Commercial Package

Policy Number: VFNU-TR-0035682

Effective: 5/19/2025 to 5/19/2026

Item #	Policy Eff Date	Due Date	Trans	Description	Amount
1300308	5/19/2025	12/20/2025	NEWB	New Commercial Pkg - Installment 3 of 4	\$9,267.00

Total Invoice Balance: \$9,267.00

Pay Now



Bonner County Ambulance District
Board of Commissioners
Brian Domke Asia Williams Ron Korn

November 5, 2025

Memorandum

Item 1

To: Bonner County Ambulance Service District Board

Re: FY26 BCASD Claims in Batch # 2

The Bonner County Ambulance Service District presented the FY26 BCASD Claims Batch # 2, **Totaling \$ 16,669.28.**

A suggested Motion would be: Based on the information before us, I move to approve the payment of the FY26 BCASD Claims in Batch # 2, totaling \$16,669.28.

Recommendation Acceptance: ☐ Yes ☐ No

Brian Domke, Chair

Date

Bonner County Ambulance Service District

Accounts Payable Report

Date: 11/5/25

Batch: 2

Amount: \$16,669.28

COMMISSIONER'S APPROVAL REPORT

✓Avista	0727737636OCT25	\$491.92	Gas/Electric Station 1
✓Avista	2184720000OCT25	\$278.43	Electric Station 2
✓Acrisure	58905	\$9,267.00	Insurance
✓Performance Systems Integration	12721357	\$350.00	Fire Extinguisher service
✓Performance Systems Integration	12720256	\$450.00	Fire Extinguisher service
✓AM Hardware	54676	\$57.00	Keys
✓Avista	4788807179OCT25	\$108.18	Gas/Electric Station 4
✓Henry Schein	48115026	\$387.91	Medical Supplies
✓Henry Schein	48039607	\$74.24	Medical Supplies
✓Napa	253359	\$15.77	Auto
✓Oxarc	32437016	\$237.56	Oxygen
✓Canon	41977340	\$9.23	Copier usage
✓Coleman Oil	CP-0316609	\$2,542.16	Fuel
✓Turner Promotions	3290	\$136.45	Uniforms
✓Henry Schein	47868004	\$467.70	Medical Supplies
✓Oxarc	32433247	\$201.80	Oxygen
✓White Peterson	170371	\$1,256.80	Legal Fees
✓South Fork Hardware	416279	\$20.99	Tools
✓Gription	73864	\$145.09	C01833 LOF
✓Turner Promotions	3285	\$122.50	Uniforms
✓Insight Distributing	0538889-IN	\$675.20	Household Supplies
✓Optum	228-24000541	\$354.92	Pt Overpayment
✓Kenneth Willford	228-23002119	\$250.00	Pt Overpayment
✓Vicki Wright	228-24001259	\$170.00	Pt Overpayment
✓Stryker	9210532379	\$474.00	Medical Supplies
✓Trilogy Medwaste	1822401	\$256.06	Medical Waste
✓Henry Schein	47670700	\$639.50	Medical Supplies
✓Teleflex	9510625112	\$550.00	Medical Supplies
✓Napa	249504	\$47.31	Auto
✓Systems Design West	20253020	\$7,018.91	September billings
		\$16,669.28	

BCASD Revenue Gap Outlook FY2026

November 2025 through January 2026

November Beginning Cash Position = \$1,330,000
Projected Payroll Expenses = \$840,000 (6 pay periods averaged \$140,000)
Projected Operating Expenses = \$300,000 (\$100,000/mo.)
Projected Total Expenses = \$1,140,000
Projected Revenues = \$360,000
End of January Cash Position = \$550,000

BCASD Budget Outlook through FY26

Beginning Cash = \$1,450,000
Total Projected Expenses = \$5,301,787 (Contingency \$316,651)
Total Projected Revenue = \$5,301,787
Total Projected Ending Cash Balance of FY26 = \$1,766,651
Projected CY26 CFS = 5,188

5 Year Projected Outlook FY27 through FY30

FY27 (Projected)

Revenue \$5,726,920 Expenses \$5,617,835
CY27 CFS: 5,343

FY28 (Projected)

Revenue: \$6,013,266 Expenses: \$5,786,370
CY28 CFS: 5,503

FY29 (Projected)

Revenue: \$6,313,929 Expenses: \$5,960,961
CY29 CFS: 5,668

FY30 (Projected)

Revenue: \$6,630,000 Expenses: \$6,141,839
CY30 CFS: 5,838