



## **Bonner County Ambulance Service District Board**

Brian Domke

Asia Williams

Ron Korn

### **AGENDA FOR THE BONNER COUNTY AMBULANCE SERVICE DISTRICT MEETING**

February 4, 2026 – 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/UCsFUpuVi8VtuATY4eAD7e4Q/videos>

**You are invited to a Zoom Webinar**

**When: February 4, 2026, 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/89519353439>

#### **\*\*\*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, January 21, 2026
- 2) Invoices over \$5k: State Insurance Fund, **Totaling \$19,365.00**

#### **BCASD**

- 1) Action Item: Discussion/Decision Regarding FY26 Claims Batch #8; **Totaling \$30,218.70**
- 2) Action Item: Discussion/Decision Regarding the Designation of Revenue Anticipation Note (RAN) Signers

#### **MISCELLANEOUS BUSINESS - Action Items / Discussion / Decision / Recommendation**

- 1) Task List: Review & Updates

#### **PUBLIC COMMENT\***

#### **EXECUTIVE SESSION**

- 1) Executive Session Under Idaho Code § 74-206 (1)(B) Personnel  
Action Item: Discussion/Decision Regarding Personnel



**Bonner County Ambulance District**

**Board of Commissioners**

Brian Domke Asia Williams Ron Korn

February 4, 2026

**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, January 21, 2026
- 2) Invoices Over \$5K: SIF, **\$19,365.00**

**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**

January 21, 2026 – 11:00 AM – 12:00 PM

Bonner County Administration Building

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

On Wednesday, January 21, 2026, the Bonner County Board of Ambulance Service District met for their regularly scheduled meeting. Commissioners Domke, Williams, and Korn were present. Commissioner Domke called the meeting to order at 11:03 a.m.

**ADOPT THE ORDER OF AGENDA AS PRESENTED / AMENDED**

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

Commissioner Williams/Korn/Domke stepped down from the chair and seconded the motion.

Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Domke – Yes.

The motion carries.

**CONSENT AGENDA – Action Item**

1) Bonner County Ambulance Service District Minutes, January 7, 2026

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

Commissioner Korn seconded the motion.

Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes; Commissioner Williams – Yes.

The motion carries.

**BCASD – Sarah Nixon**

1) Action Item: Discussion/Decision Regarding FY26 Claims Batch #7, Totaling \$28,687.56

Commissioner Williams asked how the district is feeling with the new health insurance. Jeff said the official change date is February 1st, so they have not switched just yet. Everything is ready to go for the switch.

Commissioner Korn made a motion to approve payment of the FY26 BCASD Claims in Batch #7.

Commissioner Williams seconded the motion.

Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes.

The motion carries.

**MISCELLANEOUS BUSINESS - Action Items / Discussion / Decision / Recommendation**

1) Task List: Review & Updates

- Commissioner Williams said she would like them to consider a claims management process. She thinks this would be beneficial. Jeff said he is on board with this and will schedule an executive session for the Feb. 4 meeting.

2) Budget Forecast

Commissioner Domke likes the additional information they received with the “looking forward.” Jeff will meet with Jennifer Wyman next week to look far forward and will bring their ideas before the board in February.

Commissioner Williams would like to see how the fee structure has changed and the impacts that has had. Sometimes it's more detrimental to not increase fees when they're needed, because the next time they do increase, the jump is a lot steeper. Discussion followed. Commissioner Williams talked about looking at metrics and the lack of mental health resources in the area. She would like someone to come to a regular business meeting and shed light on the issue and how things can improve.

Jeff talked about where they were budget-wise last year compared to where they are this year, and how beneficial that is.

**Public Comment\***

Commissioner Williams talked about documents that Wayne Martin submitted to the board yesterday, She talked about lift services provided by other ambulances and how those services work. Jeff said that isn't a big issue in the county. He said the bigger issue is that patients get transported to the ER, and the hospital expects the ambulance to pick them up and take them back to their facility (old folks home, etc.) once they are released from the hospital. Jeff said he understands that the hospital is just trying to discharge their patients, but some of the facilities in the area don't want to pick up patients in the facility van. Jeff is working to create a fee to charge those homes when BCASD has to bring them back to the facility. Commissioner Williams asked what the fee will be. Alan said it would likely be the non-emergent fee plus some mileage fee. Discussion followed.

Wayne Martin – Wayne talked about The Bridge facility and how it is very short staffed. He said Life Care is the same way on the night shift and it can take a long time for someone to come and help her when she needs it. He discussed the documents that he submitted to the board yesterday for consideration. He is not trying to tell the board what to do, he is just trying to make them aware of things they may not have heard of before.

The meeting was adjourned at 11:35 a.m.

Clerk: *Lauren Reichenbach*

By \_\_\_\_\_  
Commissioner Brian Domke, Chair

\_\_\_\_\_  
Date





**Bonner County Ambulance Service District**  
**Board of Commissioners**

Brian Domke Asia Williams Ron Korn

February 4, 2026

**Memorandum**

**Consent  
Agenda**

To: Bonner County Ambulance Service District Board

Payment of statement 30665716 to State Insurance Fund in the amount of \$19,365.00 for the Workman's Compensation Insurance installment premium.

**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.

Distribution: \_\_\_\_\_ Original Bonner County Ambulance Service District  
\_\_\_\_\_ Copy to Bonner County EMS

**A suggested Motion would be:** Based on the information before us, I move to approve the payment of the State Insurance Fund invoice in the amount of \$19,365.00.

Recommendation Acceptance: ☐ Yes ☐ No

\_\_\_\_\_  
Brian Domke, Chair

\_\_\_\_\_  
Date



1/9

1005611700080000010001010000



Amount Past Due: \$1,336.00 - DUE NOW  
Total Amount Due: \$20,701.00  
New Charges Due: 02/06/2026  
Statement Date: 01/12/2026

Page 1 of 1

## POLICY STATEMENT

Bonner County EMS  
521 S Division Ave Ste 131  
Sandpoint, ID 83864-2092

Customer Relations Team  
(208) 332-2137

Policy Number: 648526

Statement Number: 30665716

### Ways to Pay

**Online** – Log in to your account at [www.idahosif.org](http://www.idahosif.org) and click on 'Online payment' or make a Guest Payment (no login required) by going to [www.idahosif.org](http://www.idahosif.org) and clicking on the 'Make a Payment' icon

**Mail** – Detach the payment coupon and return it with your payment in the envelope provided

**Office** – If you're local, feel free to drop off a check in our office located at 1215 West State St, Boise ID, 83702

### Summary of Activity

Beginning Balance	+ Charges	- Payments/Credits	= Current Statement Balance
\$1,336.00	\$19,365.00	\$0.00	\$20,701.00

Your policy has a Past Due Amount of \$1,336.00. To avoid cancellation, the Past Due Amount must be paid immediately.

### Financial Transactions

Policy / Reporting Period	Transaction Date	Description	Charges/Credits
01/01/2026 - 01/01/2027	01/02/2026	Installment premium	\$19,365.00

To Ensure Proper Payment, Detach Here and Return Bottom Section with Check - Include Policy Number on Check

Bonner County EMS  
521 S Division Ave Ste 131  
Sandpoint, ID 83864-2092

Policy #: 648526  
Statement #: 30665716  
Amount Past Due: \$1,336.00 - DUE NOW  
Total Amount Due: \$20,701.00  
New Charges Due: 02/06/2026

Amount Enclosed

\$ \_\_\_\_\_



Remit payment to:

STATE INSURANCE FUND  
PO BOX 990002  
BOISE, IDAHO 83799-0002

Use the above QR code to pay your bill,  
report your payroll, and view policy details.

701

000648526

030665716

002070100



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

February 4, 2026

## Memorandum

Item 1

To: Bonner County Ambulance Service District Board

Re: FY26 BCASD Claims in Batch #8

The Bonner County Ambulance Service District presented the FY26 BCASD Claims Batch #8,  
**Totaling \$ 30,218.70**

**A suggested Motion would be:** Based on the information before us, I move to approve the payment of the FY26 BCASD Claims in Batch #8, totaling \$30,218.70

Recommendation Acceptance: ☐ Yes ☐ No

\_\_\_\_\_  
Brian Domke, Chair

\_\_\_\_\_  
Date

# Bonner County Ambulance Service District

## Accounts Payable Report

2/4/2026

Batch: 8

Amount: \$30,218.70

Commissioner's Approval:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<u>Vendor</u>	<u>Bill amount</u>	<u>Due date</u>	<u>Invoice date</u>	<u>Invoice number</u>	<u>QuickBooks Desktop Account</u>
AVISTA	\$ 225.60	02/09/2026	01/16/2026	4788807179_01.16.26	Utilities:Electric
BOUND TREE MEDICAL, LLC.	\$ 120.96	02/20/2026	01/21/2026	86068886	Supplies:Medical
BOUND TREE MEDICAL, LLC.	\$ 867.62	02/19/2026	01/20/2026	86066384	Supplies:Medical
CANON FINANCIAL SERVICES, INC.	\$ 101.10	03/01/2026	01/12/2026	42489585	Repairs & Maintenance:Facilities
Coleman Oil Company LLC	\$ 2,014.92	01/25/2026	01/15/2026	CP-0351054	Vehicles:Fuel & Gas
GALLS, LLC	\$ (419.52)	01/29/2024	01/29/2024	26931386	Uniforms
GALLS, LLC	\$ 202.99	12/31/2025	12/01/2025	33318191	Uniforms
GALLS, LLC	\$ 369.99	10/30/2025	09/30/2025	32694883	Uniforms
GALLS, LLC	\$ 248.99	10/23/2025	09/23/2025	32624382	Uniforms
GALLS, LLC	\$ 404.99	08/22/2025	07/23/2025	32008242	Uniforms
Gription Tire Pros	\$ 375.00	02/10/2026	01/19/2026	75740	Vehicles:Repairs & Maintenance
Gription Tire Pros	\$ 494.90	02/10/2026	01/20/2026	75753	Vehicles:Repairs & Maintenance
Grizzly Glass Centers	\$ 39.95	01/20/2026	01/20/2026	WO H0179297	Vehicles:Repairs & Maintenance
HENRY SCHEIN	\$ 49.85	02/12/2026	01/13/2026	52045954	Supplies:Medical
HENRY SCHEIN	\$ 654.18	02/08/2026	01/09/2026	51893222	Supplies:Medical
HENRY SCHEIN	\$ 128.82	02/08/2026	01/09/2026	51890600	Supplies:Medical
HENRY SCHEIN	\$ 1,502.40	02/08/2026	01/09/2026	51893225	Supplies:Medical
HENRY SCHEIN	\$ 219.18	02/08/2026	01/09/2026	51890647	Supplies:Medical
HENRY SCHEIN	\$ 124.20	02/08/2026	01/09/2026	51414205	Supplies:Medical
HENRY SCHEIN	\$ 86.31	02/08/2026	01/09/2026	51430799	Supplies:Medical



MIKE WHITE Ford	\$	203.33	01/15/2026	01/15/2026	20231	Vehicles:Repairs & Maintenance
NAPA Auto Parts SP0069	\$	167.10	02/10/2026	01/06/2026	816080	Vehicles:Repairs & Maintenance
North Idaho Propane	\$	700.00	02/22/2026	01/23/2026	253549	Supplies:Medical
SMS Auto & Marine	\$	204.75	01/15/2026	01/15/2026	4218	Vehicles:Repairs & Maintenance
South Fork Hardware - Sandpoint	\$	11.99	01/26/2026	01/26/2026	422445	Repairs & Maintenance:Facilities
State Insurance Fund	\$	19,365.00	02/06/2026	01/12/2026	30665716	Payroll Expenses:Workers Comp Insurance
Stryker Sales, LLC	\$	877.05	02/19/2026	01/20/2026	9211340360	Supplies:Medical
Stryker Sales, LLC	\$	877.05	02/13/2026	01/14/2026	9211305547	Supplies:Medical
<b>SUBTOTAL</b>	<b>\$</b>	<b>30,218.70</b>				



**Bonner County Ambulance Service District**

**Board of Commissioners**

Asia Williams

Ron Korn

Brian Domke

February 4, 2026

**Memorandum**

**Memo**

To: Ambulance District Commissioners

From: Bonner County EMS

Re: Designate Revenue Anticipation Note (RAN) Signers

Bonner County EMS request the BOCC in capacity of the Bonner County Ambulance Service District Board, designate a signer and attester for the current 2026 Revenue Anticipation Note (RAN) through Columbia Bank. Columbia Bank requires both a signer and attester for the RAN to be completed. BCEMS is requesting the BOCC designate Chief Jeff Lindsey as the signer and Administrative Assistant Sarah Nixon as the signature attester.

Risk Review: \_\_\_\_\_

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: X \_\_\_\_\_

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: \_\_\_\_\_ Original to Bonner County EMS

A suggested motion would be: **Based on the information before us I motion to have Chief Jeff Lindsey designated as the Revenue Anticipation Note (RAN) signer and Administrative Assistant Sarah Nixon as the signature attester.**

Recommendation Acceptance: ☐ yes ☐ no \_\_\_\_\_ Date: \_\_\_\_\_  
Brian Domke Chairman