



21 October 2025

**EMERGENCY MEDICAL SERVICES ADVISORY BOARD
21 OCTOBER 2025 MEETING MINUTES**

EMSAB Members: Dave Chenault Laura Gifford Chris Jacks Mike Larson
 Victoria Johnson Jennifer Grinage Serena Tschirgi

EMSAB October 21, 2025, quarterly meeting called to order at 12:02 p.m. EMSAB members in attendance Laura Gifford, Victoria Johnson, Chris Jacks, Dave Chenault, Jennifer Grinage, Serena Tschirgi. Absent, Mike Larson. Also present were Staff Liaison Greg Rightmier, City Council representative Kasse Forsmann, LFD Ambulance Billing Assistant, Amy Paris, who took notes.

Active Agenda:

- Dave Chenault made a motion to approve the 07/08/2025 minutes, the motion was seconded by Chris Jacks and approved by the board.
- LFD Fire Dept. Report:
 - Chief Rightmier gave updates to the staffing changes at LFD. Stephanie Sobol no longer with us and Jamie Mowery has moved back to the Administrative Assistant position as of Oct 6.
 - Updates to the Ambulance Billing progress. Closed the gap to 7 weeks out and moving forward. Pie chart presented with a breakdown of revenue by level of service. Holding steady with around 58% ALS, 33% BLS and about 11% with mileage. Treat no Transports and Higher level of care calls make up the difference.
 - No Chief of EMS position approved for this year's budget.
 - Staffing holding steady- 1 Retirement with position filled by a current temporary member. 1 member enrolled in ISU paramedic program. Currently, 13 reserve members working for us.
 - The Rural Health Transportation Program offers a \$50 billion grant opportunity for which applications have been submitted in both Washington and Idaho. The deadline for requests is November 1.
 - NERIS will be replacing NFIRS-biggest change is that we will be able to run reports in real time.
- GEMT Report Updates:
 - This is a program that provides Medicaid "gap" insurance. Washington has participated in the program since 2018 and Idaho since 2023. No monies from Idaho until 2026. Chief Rightmier explained how the calculations are determined with review and audits of our calls, revenue, and costs.
 - These current numbers are being used as a base for our current contracts with outside agencies.

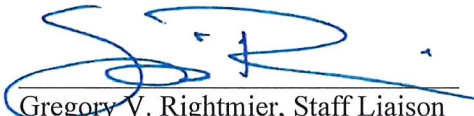

Unfinished & New Business:

- Fire Chief Rightmier provided the following updates and data to the board:
 - SERVICE CONTRACTS:
 - Nez Perce Contract Complete

- Life Flight Contract sent back to them. They approached us with an ask to lower our mileage charge; that was declined due to the amount being set by the council. They also asked for us to delete the stand-by rate. This rate works better for them in the long run but discussions are still being had on this topic.
 - Asotin County Rural #2 contract was presented to the Asotin County Commissioners for a vote. They all understood the reasons for the increase. Chief Rightmier has been meeting with all of Lewiston's city council members on this contract and giving them the background and education on the continued needs for this service.
 - Asotin County Fire District #1 partnership was completed and will be at the Monday city council meeting for approval.
 - Whitman county contract is up next year and Chief Rightmier has been in touch to prepare them for the increases.
 - Heart and Home Hospice has reached out to us and we are working towards a contract with them. Contract is in their court at present.
 - In the future, the department intends to explore the development of a contractual model with area hospitals in which the hospital would assume financial responsibility for non-emergent return transports to their facilities. Pullman Regional Hospital currently operates a similar program, which will serve as a reference as we begin our research and planning efforts.
 - OUT OF AREA TRANSPORTS:
 - A transport that lasted more than our 14 hour established time line was brought forth for discussion and future out of area transports were discussed. The Fire Department's mission and goals were established.
- RULES and REGULATIONS - Action Item
- The resolution language needs to be revised to clarify how and when out of area transports take place.
 - The EMSAB Board voted to direct the staff liaison to draft a letter to the City Council for review by the Chairperson, who will then call a special meeting to consider the draft. The motion was made by Serena Tschirgi and seconded by Victoria Johnson. The motion carried unanimously.

Meeting was Adjourned at 1:36 p.m. Motion made by Dave Chenault and seconded by Chris Jacks. All Approved.

**NEXT EMSAB MEETING IS TUESDAY, JANUARY 20, 2026 AT 12:00 PM
IN THE STATION 1 TRAINING ROOM**

Submitted by:		11/3/25
	Gregory V. Rightmier, Staff Liaison	Date
		11/3/25
	Amy Paris, Recording Secretary	Date

GVR: ap

c: Tanya Brocke, City Clerk
 Dan Johnson, Mayor
 Kassee Forsmann, Council Liaison
 Jennifer Tengono, City Attorney