



17 October 2023

EMERGENCY MEDICAL SERVICES ADVISORY BOARD 17 OCTOBER 2023 SPECIAL MEETING MINUTES

EMSAB Members: Dave Chenault Laura Gifford Mike Larson
 Mary Egeland Jennifer Grinage Serena Tschirgi

EMSAB members, with the exception of Jennifer Grinage and Mary Egeland attended the October 17th special meeting in the LFD Station 1 Training Room starting at 12:19 p.m. Also present were Staff Liaison Greg Rightmier, Council Liaison Kasee Forsmann, Assistant City Attorney Jennifer Tengono and fire department assistants Danel Arnzen and Stephanie Rudy, who took notes.

Active Agenda:

- Amended Oct. 17, 2023 EMSAB meeting agenda: Tschirgi made a motion to approve the amended agenda; the motion was seconded by Chenault and approved by the board.
- July 18, 2023 and August 1, 2023 minutes: Chenault made a motion to approve the minutes; the motion was seconded by Tschirgi and approved by the board.
- Issuance of Certificate of Compliance to provide emergency and nonemergency ambulance service with a point of origin and destination within the City of Lewiston: Assistant City Attorney Jennifer Tengono pointed out the following four standards from Ordinance 4138, must be met in order to issue certificates of compliance. There was no need for a public hearing since there were no other applicants.
 1. Current Idaho ambulance licenses issued to the provider and a copy of the current Idaho application listing all vehicles in its service which will serve as ambulances.
 2. A list of the names of all paramedic, advance EMT-A, EMT-A and EMT staff members working for the provider, along with copies of each's current certification and driver's license. Such certification reports shall be updated continually within the course of the year as personnel changes dictate.
 3. Copies of a certificate of insurance indicating that the provider has in force general liability insurance and motor vehicle liability insurance, with a face amount of at least five hundred thousand dollars (\$500,000.00). Said insurance must remain in full force throughout the course of the calendar year.
 4. A certificate, executed by the provider's chief executive, indicating the provider will comply with the provisions of this article and any applicable policies, procedures and standards adopted by the city council.

The board agreed the Lewiston Fire Department conforms to the standards outlined in Ordinance 4138. Tschirgi made a motion to issue certificates of compliance to the Lewiston Fire Department for calendar year 2024; the motion was seconded by Gifford and approved by the board.


Unfinished & New Business:


- Resolution 96-70 and Ordinance 4138 Review: Documents need revised to better align with current laws and needs. Several sections of Chapter 7-Ambulance Service were reviewed by the group. The board decided to have Staff Liaison Rightmier work with Legal to make changes to the ordinance and share these suggestions with the board for comment. This revision will include changing the member representation descriptions.

Adjournment:

A motion to adjourn was not possible due to a lack of a quorum because a member had to leave the meeting early.

**NEXT EMSAB MEETING IS TUESDAY, DECEMBER 19, 2023 AT 12:00 PM
IN THE STATION I TRAINING ROOM**

Submitted by:  _____ Date 10/17/23
Gregory V. Rightmier, Staff Liaison

 _____ Date 10/17/23
Stephanie Rudy, Recording Secretary

GVR: sr

c: Tanya Brocke, Deputy City Clerk
Dan Johnson, Mayor
Kassee Forsmann, Council Liaison
Kayla Hermann, City Attorney