

**BOARD OF ADA COUNTY  
EMERGENCY MEDICAL SERVICES DISTRICT  
MINUTES OF THE OPEN BUSINESS MEETING  
TUESDAY, SEPTEMBER 10, 2013  
9:15 A.M.**

The Board of Ada County Commissioners (Board) met this date sitting as the Board of Ada County Emergency Medical Services District in an Open Meeting in the Commissioners' Conference Room of the Ada County Courthouse Complex to act on the following items. Staff members present: Darby Weston, EMS; Chris Rich, Clerk's Office; and Justin Cafferty, Prosecuting Attorney's Office. Minutes Recorder: Judy Morris.

**I. IN THE MATTER OF CALL TO ORDER:**

Commissioner David L. Case called the meeting of the Board of Ada County Emergency Medical Services District (EMS) to order at 9:25 a.m.

**II. IN THE MATTER OF ROLL CALL:**

Commissioners David L. Case, Jim Tibbs and Rick Yzaguirre were present.

**III. CHANGES TO THE AGENDA:**

There were no changes to the agenda.

**IV. NEW BUSINESS:**

1. Claims Journal
  - September 5, 2013, regarding EMS expenditures

**ACTION: J. TIBBS MOVED TO AUTHORIZE PAYMENT OF CLAIMS AS LISTED ON THE CLAIMS JOURNAL DATED SEPTEMBER 5, 2013, REGARDING EMS EXPENDITURES. R. YZAGUIRRE SECONDED. J. TIBBS, AYE, R. YZAGUIRRE, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

2. Personnel Action Forms (1 Salary Increase)

**ACTION: R. YZAGUIRRE MOVED TO APPROVE THE PERSONNEL ACTION FORM AS LISTED ON THE AGENDA FOR ONE SALARY INCREASE; AND THAT THE SUMMARY SHEET REMAIN ON FILE IN THE COMMISSIONERS' OFFICE. J. TIBBS SECONDED. R. YZAGUIRRE, AYE, J. TIBBS, AYE, AND D. CASE, AYE. THE MOTION CARRIED UNANIMOUSLY.**

3. Agreements (4) (*Authorize the Chairman to Sign the Appropriate Documents*)

- a. Agreement No. 10379 - Agreement Between Ada County Emergency Medical Services District and Oxarc, Inc. for Oxygen Services (FY13-14)
- b. Agreement No. 10380 - Memorandum of Agreement Between Ada County Emergency Medical Services District and Southwest Idaho Advanced Care Hospital Regarding the Medication Reconciliation Process (FY13-14)
- c. Agreement No. 10381 - Agreement Between Ada County Emergency Medical Services District and St. Luke's Regional Medical Center, Ltd. for Patient Follow Up (Exp. 9/30/13)
- d. Agreement No. 9148-3-13 - Renewal Agreement Between Ada County Emergency Medical Services District and AlSCO, Inc. for Uniform Maintenance (FY13-14)

D. Case read the agreements into the record.

**ACTION: J. TIBBS MOVED TO APPROVE THE FOUR AGREEMENTS AS LISTED ON THE AGENDA; AND AUTHORIZE THE CHAIRMAN TO SIGN THE APPROPRIATE DOCUMENTS ON BEHALF OF THE BOARD. R. YZAGUIRRE SECONDED. J. TIBBS, AYE, R.**

**YZAGUIRRE, AYE, AND D. CASE, AYE. THE MOTION  
CARRIED UNANIMOUSLY.**

4. Miscellaneous

- Proposed Purchase of Real Estate at 1666 W. Ridenbaugh

J. Cafferty advised the Board of the structure that was located in the Boise North end. He stated that a fire station was built there in the 1950's by the city of Boise. In 1995 or 1996, EMS entered into a rent-free lease and took over possession of the building and has been using it as an EMS station. The County has recently entered into formal negotiations with the city of Boise to purchase the property. He explained that an appraisal is forthcoming, and he anticipates it being approximately \$150,000.

He provided the Board an update on the status and discussed a few issues related to the purchase. One issue is the legal description, which contains a Scrivener's Error. The city, however, has owned the property for over 60 years without the legal description being challenged. He stated that the title company has agreed to insure the title as is. The city of Boise has agreed to sell the property by way of a warranty deed, which will warrant the quality of the title. He discussed set-back and zoning issues. He explained the building was built prior to the zoning code and would likely qualify as a non-conforming use.

He advised the Board that he received a redlined copy of the proposed purchase agreement from the city. He discussed the draft agreement, but explained that he did not have an opportunity to fully review the revised document. He would like to see more assurances in the contract relating to the set-back and zoning issues. The Board and Staff discussed the zoning and set-back issues and possible resolutions. They discussed the location of the building, workload handled at the site and estimated costs of renovation.

The next issue was raised following a phase one environmental assessment. He said that the assessment recognized an underground heating oil tank as an environmental condition. He stated that his understanding is that the tank is approximately 150-200 pounds and therefore not subject to regulation under CERCLA. If it is discovered that the tank has been leaking, the cleanup process would be subject to CERCLA regulations. He suggested requiring the city to remove it from the ground and, if necessary, preform any cleanup that may be necessary.

The final issue discussed was the timing of the project. The funds are currently available in the FY12-13 budget. It is unlikely, however, that the County will be able to close prior to year-end. D. Weston stated that they did have capital money budgeted in FY13-14 that could be allocated to this project and push other projects, if necessary, into the following budget period. C. Rich advised the Board that appropriations lapse September 30th. The money cannot be encumbered or rolled over. J. Cafferty asked the Board for direction regarding timing on the project and completing it in FY13-14 in order to allow more time to research and address the issues discussed. The Board directed him to proceed work on the project and carry it forward to FY13-14.

**V. IN THE MATTER OF RECESS:**

There being no further business to come before the Board at this time, the meeting was recessed at 10:02 a.m.

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David L. Case, Chairman

ATTEST:

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Christopher D. Rich, Ada County Clerk