

**CASCADE RURAL FIRE PROTECTION DISTRICT
COMMISSIONER'S MEETING MINUTES
December 11, 2025**

Larry Scarborough called the commissioner's meeting of the Cascade Rural Fire Protection District to order at 5:27 p.m. at the 109 East Pine Street Fire Station.

The following Cascade Rural Fire Protection District officials were present: Commissioner Larry Scarborough, Commissioner Mike Arnold, Fire Chief Steven Hull, Deputy Chief Keri Sayers, Secretary / Treasurer Pam DeChambeau, and an excused absence for Commissioner LaDawn Saxton.

Larry Scarborough made a motion to approve the agenda as presented, and Mike Arnold seconded the motion. Motion carried.

Executive Director of the Idaho Independent Intergovernmental Authority Trust, Amy Manning, reviewed the Annual Report of the trust for the period October 1, 2024 to September 30, 2025. Reported 124 agencies, 2,565 employees, a \$42,448,790 annual budget, and \$4,257,477 total estimated savings from programs. Reported ninety-five percent (95%) of the agencies participated in wellness screenings. Reviewed the graph showing the ages and if male or female of the members covered and reported 54 percent are male and 46 percent are female. Reported on the telephone benefits line answered 24 hours a day 365 days a year. Reported \$1,989,592 in prescription rebates, an increase of three percent over last year. Reported prescriptions per employee per month dropped five percent. Reported interest earned dropped fourteen percent due to the interest rates lowering. Reported the cost of the Stop Loss Catastrophic insurance coverage increased fifteen percent, and that was lower than projected. Reported 0.86 cents of every \$1.00 pays claims. Reported the rest of the budget breakdown of nine percent to pay for network contract fees, two percent to pay for operations, one percent to pay for contractors, and two percent to pay for staff. Reported 12 agencies joined the plan. Reviewed and reported on the thirty-two (32) members' claims of over \$100,000. Reported \$1.1 million was spent on melanoma, \$935,000 was spent on cardiac events, and \$1.9 million was spent on other cancers. Reported 1,230 wellness screenings that identified 18 cases of elevated prostate-specific antigen, 2 positive Cologuard's, 221 high blood sugar levels, and 474 abnormal lipid panels. Reported 568 dermatology skin checks that caught two stage-one melanoma cancers and 31 non-melanoma skin cancers. Reported Idaho was number one in the nation last year for melanoma deaths. Reported on the importance of participating in wellness screenings. Reported on the estimated cost savings using the SmithRx Connect Programs and Telehealth. Reported twelve employees joined a dental plan and eight joined a vision plan. Reported on the employee assistance program, and a decrease in inpatient treatment numbers. Reported on the First Responder helpline calls, crisis calls, and critical incident debriefs.

Mike Arnold made a motion to approve the minutes of the November 13, 2025 regular Commissioner's meeting, and Larry Scarborough seconded the motion. Motion carried.

Larry Scarborough made a motion to accept the Treasurer's Report and authorize payment of the monthly bills, and Mike Arnold seconded the motion. Motion carried.

Steven Hull reported on the State Fire Marshall completing and approving the final inspection of the Valley County annex building, and so they are done with the fire watch.

Keri Sayers clarified the request to add all tobacco products, and buildings, and when interacting with the public to the Vehicle Use Policy that states smoking or vaping is expressly prohibited in CRFPD vehicles.

Steven Hull reported 29 incidents in November 2025 noting the average is 30 and distributed the report listing the type of calls. Reported on Perpetua Resources using Warm Lake Road to haul to the Stibnite mine through the winter. Reported Valley County has the authority to close Warm Lake Road. The plan is to close Warm Lake Road summit to the public beyond the second entrance to Warm Lake Lodge, including for snowmobilers and backcountry skiers, Reported Cascade Rural Fire Protection District will respond if a Perpetua Resources truck or transport vehicle has issues on Warm Lake Road summit. Reported on being in negotiations with Perpetua Resources to fund equipment, tire chains and snow tires for the rescue truck, to respond safer up Warm Lake Road summit. Reported on the procedure requirement to chain up at a certain point on Warm Lake Road to respond safer up Warm Lake Road summit. Mike Arnold confirmed a pre-mounted spare tire is available for Medic 1.

Keri Sayers reported there was not a procedure in place in the event the District is ever served with a search warrant requesting ambulance or emergency medical services patient care records. Reported there is a procedure for if a patient wants their own records. Reported on the process for handling law enforcement requests for patient records, including a disclosure memorandum, a HIPAA search warrant response checklist, a HIPAA regulations summary memorandum, and a template response letter to law enforcement, ensuring compliance with HIPAA guidelines.

The updates to Kelly Day Leave were reviewed, earning 156 hours per year, accruing 6 hours per pay period, leave not carrying over year to year with the exception of 12 hours, and leave being tracked October to September. Larry Scarborough made a motion to approve the Kelly Day Leave updates, and Mike Arnold seconded the motion. Motion carried.

The Wildland Red Card Policy to establish the requirements and procedures for issuing, maintaining, and verifying wildland firefighter qualifications (Red Cards) was reviewed. Steven Hull reported this policy defines the wildland firefighter qualifications better and describes the Wildland Fire Coordinator roles and responsibilities. Mike Arnold made a motion to approve the Wildland Red Card Policy, and Larry Scarborough seconded the motion. Motion carried.

The Time-Sensitive Emergency Interfacility Transfer Policy was reviewed. Keri Sayers reported on the need to reeducate Cascade Medical Center about what a time-sensitive emergency interfacility transfer is. Reported this policy will be better for Cascade Medical Center to understand our policy and where we stand when they call for transfer and also gives the crew something to look back on so they are not questioning and having to make calls in the middle of the night if it is a transfer they have to accept. Larry Scarborough made a motion to approve the Time-Sensitive Emergency Interfacility Transfer Policy, and Mike Arnold seconded the motion. Motion carried.

Resolution #26-01 adopting and implementing the Valley Countywide EMS District Resident Ambulance Transport Fee Waiver Policy, effective January 1, 2026, to recognize property tax contributions of Valley County residents in funding ambulance and EMS services, was reviewed. Mike Arnold made a motion to approve Resolution #26-01 adopting and implementing the Valley Countywide EMS District Resident Ambulance Transport Fee Waiver Policy, effective January 1, 2026, and Larry Scarborough seconded the motion. Motion carried.

Resolution #26-02 declaring the election of Mike Arnold residing in Subdistrict #1 and Larry Scarborough residing in Subdistrict #3, for a term of four years commencing and ending the second Thursday of January, was reviewed. Larry Scarborough made a motion to approve Resolution #26-02 declaring the election of Mike Arnold and Larry Scarborough, and Mike Arnold seconded the motion. Motion carried.

Resolution #26-03 implementing an EMS credit on Fire District Development Impact Fees collected by the City of Cascade and Valley County was reviewed. Steven Hull reported on the City of Cascade Development Impact Fee Standing Advisory Committee and the Valley County Cascade Rural Fire Protection District Development Impact Fee Standing Advisory Committee reviewing the EMS credit and recommending approval effective January 1, 2026. Reported on the Valley Countywide EMS District funding Emergency Medical Services (EMS) and Ambulance Transport facilities, vehicles, and equipment as of January 1, 2026. Discussed the process of identifying and excluding EMS and transport-related items from the Impact Fee Study and Capital Improvement Plan. Reported on the 35.1 percent reduction applied to the total impact fee eligible cost basis and the resulting new impact fee of \$1,876 per residential unit and \$0.75 per nonresidential square foot. Mike Arnold made a motion to approve Resolution #26-03 implementing an EMS credit on Fire District Development Impact Fees effective January 1, 2026, and Larry Scarborough seconded the motion. Motion carried.

There being no further business, the commissioner's meeting of the Cascade Rural Fire Protection District adjourned at 6:30 p.m.

Respectfully submitted,



Pamela J. DeChambeau
Secretary/Treasurer

Approved:



Larry V. Scarborough
Chair / Commissioner