



Rexburg-Madison County Emergency Services Meeting 1330 hrs * December 16, 2025 * Meeting Minutes

Board members in attendance:

Brent Mendenhall, County Commissioner; Jerry Merrill, City of Rexburg Mayor; Ken Anderson, Fire Protection District Commissioner; Dr. Jeffrey Zollinger, Medical Director

Others in attendance were:

Corey Child, Chief; Troyce Miskin, Deputy Chief; Amber Steckley, Admin Division Director; David Ivey, BC; Judd Riley, Captain; Dr. Aaron Gardner, Assistant Medical Director

Meeting Called to Order: 1330


Items on the agenda include:

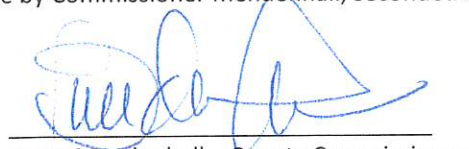
- 1. Welcome:** Commissioner Anderson – welcomed those in attendance and thanked them for being there.
- 2. Roll Call of Board Members:** All in attendance as noted above.
- 3. Approval of Minutes from last meeting:** Dr. Zollinger motioned to dispense with the reading of the minutes, Mayor Merrill seconded the motion, all aye. Mayor Merrill motioned to approve the minutes from the September 16, 2025 meeting, the motion was seconded by Dr. Zollinger, all aye.
- 4. Approval of Employee Manual – action item:** Mayor Jerry Merrill motioned to change the name of the Emergency Services Board to the Madison Fire Department Board (MFD Board) as recommended by Chief Child noting that this name change would fall into alignment with the branding of the fire department. Dr. Zollinger seconded the motion, all aye. The board was given a copy of the Employee Manual prior to this board meeting. All board members indicated they had had a chance to read the manual. The Fire District Commissioners previously approved the Employee Manual contingent upon the review and approval of the MFD Board. After the chiefs answered a few questions, Commissioner Mendenhall motioned to approve the Employee Manual, the motion was seconded by Dr. Zollinger, all aye.
- 5. Employee compensation consideration:** Discussion ensued regarding the inequality of pay to three shift employees at the same rank due to numerous events taking place over the period of a few years. Names and positions have been excluded—summary: of three employees, two had been topped out at their previous rank and one was not; the third was 2% lower due to certifications/longevity. The two employees had been topped out at their new rank, but the third was not; the third was still 2% lower due to certs/longevity. The two employees both got certification raises after being promoted to their new rank, but because they were already topped out (due to certs/longevity), they only got a one-time 2% lump sum. The third did not obtain any certification raise after being promoted to the new rank (before later becoming topped out due to a merit raise). If the two employees hadn't already been topped out, they would have been even that much further ahead of the third employee due to certs/longevity. When the salary study grade change went into effect, the two employees were no longer topped out, and the third employee still wasn't topped out; the third employee was still lower than the other two due to lower certs/longevity. The third employee's merit raise review date then happened and leapfrogged this employee ahead of the other two by 2% after the two employees had been ahead of the third employee for more than 3 ½ years, and the two employees had been prevented from earning more despite having received an additional certification in the meantime. If this isn't corrected back to the date the third employee surpassed the two employees, then the two employees are being penalized for having been topped out due to having had higher certifications/longevity than the third employee. Recommendation from staff: The two employees receive backpay from the date the third employee surpassed the two up until they then became topped out again. The total compensation for the two employees will be: \$4,831.74 total, or \$2,319.24 Ambulance; \$1,642.79 City; \$869.71 Fire District. The total amount will be split respectively between the two employees according to their individual circumstances. Mayor Merrill motioned to make the correction to allow for

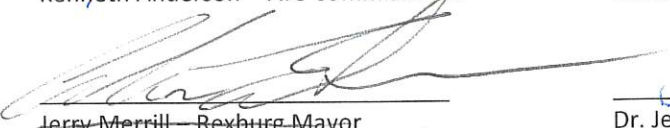
equality in compensation between the three employees as explained by staff and in the amount of \$4,831.74 total, or \$2,319.24 Ambulance; \$1,642.79 City; \$869.71 Fire District. The motion was seconded by Dr. Zollinger, all aye.

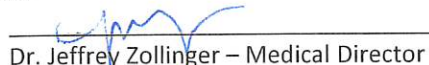
- 6. **Other items approved by the board:** For 2026, this meeting will be held at the end of each quarter on the third Tuesday at 1:30 pm. If additional meetings are needed, Chief Child will reach out to the Board Chair for approval.
- 7. **Adjourn:** 1434. Motion to adjourn was made by Commissioner Mendenhall, seconded by Dr. Zollinger, all ayes.

Approval of Minutes:


Kenneth Anderson – Fire Commissioner


Brent Mendenhall – County Commissioner


Jerry Merrill – Rexburg Mayor


Dr. Jeffrey Zollinger – Medical Director

Colin Erickson City Council