



**To:** Mayor Dodgen and Council Members  
Steve Parker, City Manager

**From:** Dale Skinner, Fire Chief

**Date:** March 19, 2025

**Re:** Fire Department Medical Director

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### **Historical Background**

It is essential to have a qualified Medical Director to oversee the protocols for advanced medical procedures, drug administration, and patient care during emergencies. The Medical Director is responsible for establishing treatment guidelines, ensuring compliance with regulations, and facilitating ongoing training for fire department personnel. This also calls for better coordination with local hospitals, regional emergency systems, and public health agencies.

The need for a new Medical Director arose due to several key factors. As the fire department grows in size and complexity, so does the range of medical challenges we face. New advancements in emergency care, changes in medical technology, and evolving community needs necessitate a fresh approach to medical leadership.

Given these developments, the current Medical Director is no longer in a position to effectively lead such a diversified medical team. The evolving nature of both the medical landscape and fire department operations underscored the importance of appointing a new Medical Director with the necessary expertise, vision, and leadership to guide the department through this new era of fire service medicine.

### **Action Requested**

Authorize the City Manager to enter into a contract with Best EMS and the appointed Medical Director will be Justin Norheim, D.O. for medical direction for the fire department.

### **Procurement Methodology & Funding Source**

The selection of Best EMS was through interviews and conversations with current agencies under their direction and the similarity of protocols. Best EMS offers many services that very few other medical control groups offer.

Funding for this project has been secured through the Fire Department general fund budget.

**Staff Recommendation**

Staff recommends executing the agreement with Best EMS for the amount of \$65,928.80 for the initial term of the agreement. This recommendation is based on Best EMS's demonstrated competence and qualifications, as well as the fair pricing for services that staff have successfully negotiated.

**Attachments**

Draft contract.

Respectfully,

A handwritten signature in black ink, appearing to read 'Dale Skinner', is positioned above the printed name and title.

Dale Skinner  
Fire Chief