



Board of Fire Commissioners

Regular Meeting Minutes August 3, 2021

Clark County Fire District 5
11606 NE 66th Street, Suite 103
Vancouver, WA 98662

Call Meeting to Order

Chair Gibson called the virtual Zoom meeting to order at 5:30 p.m. Commissioners Lyons and Rhine were present. Also present at the meeting were District Administrator Jennifer Bethke, IAFF Local 452 representative Sam Harrison, and Riza Russum. Public invited to the meeting at:

<https://us02web.zoom.us/j/88575210660?pwd=VUI3MDIwQIVBQmNmb0EzZFRVaG5hdz09>

Meeting ID: 885 7521 0660

Passcode: 123507

Approval of Minutes

Commissioner Rhine motioned to approve the July 6, 2021 regular meeting minutes as submitted. Commissioner Lyons seconded the motion. All were in favor. The motion passed.

Chief's Report

None.

Citizen's Communication

None.

Consent Agenda

Commissioner Lyons moved to approve items A through G. Commissioner Rhine seconded the motion. All were in favor. The motion passed.

The consent agenda included the following items:

A. Commissioners' Fund 6209	\$	11,529.46
B. Commissioners' Fund 6209	\$	8,221.16
C. Commissioners' Fund 6209	\$	39,142.79
D. Commissioners' Fund 6209	\$	12,820.52
E. Payroll Transmittal - June 16 to 30, 2021	\$	22,755.76
F. Payroll Transmittal - July 1 to July 16, 2021	\$	21,126.74
G. Sales Refund - June 2021	\$	1,605.00

Communications



None.

Secretary's Report

- A. Commissioners Fund Financials-June 2021 – Provided to the board for informational purposes.
- B. Classes Taught- June 2021 – Provided to the board for informational purposes.

Commissioner Rhine asked if we were expecting any recourse from the State Auditor's Office. Administrator Bethke stated there may be findings for fiscal years 2019, 2020 and only part of 2021 since SB5338 became law on July 25, 2021. She reported the Hearing Conservations Testing will discontinue in 2022. Commissioner Rhine commended Administrator Bethke on the presentation.

Old Business

- A. Building Sign re-brand – Administrator Bethke is working with Soha Sign in refining the signage.
- B. HR Audit and Compensation Update - Administrator Bethke and Riza Russum provided a lot of information at the meeting with Xenium. The vendor is now putting together their report and assessment.
- C. CCFD5.org re-build Update – Administrator Bethke reported on the website re-build and re-design which would make an easier user experience. It would include e-commerce wherein customers can register for a class and purchase materials via the website. Currently, the website is used for registrations only. There will be a Public Information section which would display the Board of Commissioners' meetings, minutes, history, biographies and gallery. Combining the items from ccf5.com to ccf5.org is a cost-efficient plan.

New Business

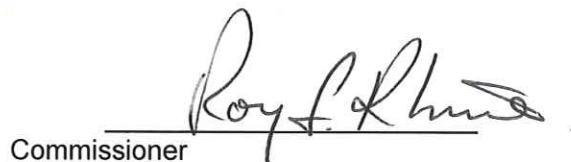
None.

Adjournment

Commissioner Gibson adjourned at 5:54 p.m.

Sincerely,


Chair


Commissioner


Secretary to the Board


Commissioner