



## **Board of Fire Commissioners**

### **Regular Meeting Minutes September 6, 2022**

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

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#### **Call Meeting to Order**

Chair Rhine called the meeting to order at 5:35 p.m. Commissioner Lyons was in attendance. Commissioner Gibson attended via telephone. Also present at the meeting were District Administrator Jennifer Bethke, Deputy Administrator Chris Cohen, VFD Chief Brennan Blue. Riza Russum recorded meeting minutes.

#### **Approval of Minutes**

Commissioner Lyons motioned to approve the August 2, 2022 regular meeting minutes as submitted. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

#### **Chief's Report**

VFD Chief Brennan Blue reported, after a nationwide search and several interviews that Tige Harmon, an internal candidate, was chosen as the new Deputy Chief of Operations.

Commissioner Rhine asked about the battery-powered rescue tools for the apparatus. Chief Blue replied that it will be part of the over-all equipment repair and replacement schedule. Commissioner Gibson stated one of the decision packages includes an electric rescue tool for crews to test. If approved, it will be included in the ER&R schedule.

Chief Blue and VFD Financial Analyst are currently working on the biennium budget for 2023-2024. The result from Vancouver's Proposition 2 and Fire District 5's Proposition 1 resulted in the ability to acquire much needed resources and staffing. There is a current academy of 16 firefighter candidates, which was triggered by the need for 13 FTEs for station 11. The station is slated to be operational October 15.



## **Citizens' Communications**

Commissioner Lyons commended IAFF Local 452 for their effort and hard work. He will likely attend their union meeting.

## **Consent Agenda**

Commissioner Lyons moved to approve items A through H as submitted. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

The consent agenda included the following items:

A. Commissioners' Fund 6209	\$	7,701.29
B. Commissioners' Fund 6209 – ACH Credit	\$	952.03
C. Commissioners' Fund 6209	\$	7,257.07
D. Commissioners' Fund 6209	\$	22,937.04
E. Commissioners' Fund 6209	\$	3,531.67
F. Payroll Transmittal – July 16 to 31, 2022	\$	21,582.91
G. Payroll Transmittal – August 1 to 15, 2022	\$	24,984.04
H. Sales Refunds – August 2022	\$	3,277.59

## **Secretary's Report**

- A. **Commissioners' Fund Financials – July 2022** – Provided to the Board for informational purposes.
- B. **Classes Taught – July 2022** – Provided to the Board for informational purposes.

## **Board Communications**

**Newsletter** – Administrator Bethke reported it would cost about \$13,000 to print and mail the newsletter. She suggested a more cost-effective way to disseminate the newsletters in an electronic format to neighborhood associations. She will also continue sending media releases.

**Fire Exits** – Commissioner Rhine re-addressed the topic of some grocery stores closing an exit to prevent theft of merchandise. Blocking exits is a fire code violation. Chief Blue will follow-up with the Clark County Fire Marshal's Office.

**Station 11 Opening** – The grand opening ceremony will be on Saturday, October 22, from 11:00 am to 1:00 pm.



**SWFC** – There will be a meeting of the Southwest Washington Fire Commissioners on Wednesday, October 5, 6:00 pm at the Kelso Christian Assembly. Administrator Bethke will attend and asked if the commissioners will accompany her.

**EMT Director resignation** – Administrator Bethke advised the board that Holly Edwins resigned as the director of the EMT program. She will train EMT lead instructor Tim Kienitz, until September 30. Tim will oversee the EMT fall term. The Washington Department of Health (WADOH) is piloting a less arduous process of becoming an SEI. There are only three recognized SEIs in Clark County currently.

### **Old Business**

Administrator Bethke reported Fire District 5's Proposition 1 resulted in a 60.53% approval by the voters.

### **New Business**

Administrator Bethke circulated copies of the mock-up for the Station 11 plaque. Chief Blue added the design needs to be vetted by the City Manager as well.

The Board welcomed the new Deputy Administrator Chris Cohen.

### **Adjournment**

The next Regular Meeting is scheduled for Tuesday, September 20, 2022 at 5:30 pm.

Commissioner Rhine adjourned at 6:15 pm.

Sincerely,

Chair

A handwritten signature in black ink, reading "Roy L. Rhine", written over a horizontal line.

Commissioner

A handwritten signature in black ink, reading "Michael J. Goff", written over a horizontal line.

Secretary to the Board

A handwritten signature in blue ink, reading "L. L. Bethke", written over a horizontal line.

Commissioner

A handwritten signature in blue ink, reading "Michael J. Goff", written over a horizontal line.