



Board of Fire Commissioners

Regular Meeting Minutes October 4, 2022

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

Call Meeting to Order

Chair Rhine called the meeting to order at 5:30 p.m. Commissioner Lyons and Commissioner Gibson were in attendance. Also present at the meeting were District Administrator Jennifer Bethke, Deputy Administrator Chris Cohen and VFD Chief Brennan Blue. Riza Russum recorded meeting minutes.

Approval of Minutes

Commissioner Lyons motioned to approve the September 6, 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 they are busy working through the current budget. Administrator Bethke asked the Chief if there has been any progress with the county on collecting impact fees. Chief Blue replied not at this time, but, it will come up again in 2023.

Citizens' Communications

None.

Consent Agenda

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

The consent agenda included the following items:

A. Commissioners' Fund 6209	\$	8,996.73
B. Commissioners' Fund 6209	\$	24,613.29
C. Commissioners' Fund 6209	\$	5,327.61
D. Payroll Transmittal – August 16 to 31, 2022	\$	25,437.65
E. Payroll Transmittal – September 1 to 15, 2022	\$	27,535.93
F. Sales Refunds – August 2022	\$	1,038.17

Secretary's Report

- A. **Commissioners' Fund Financials – August 2022** – Provided to the Board for informational purposes.
- B. **Classes Taught – August 2022**– Provided to the Board for informational purposes.
- C. **Staff Report 2022-054 – Budget Considerations** – Based on granting COLA, the board discussed significant increases in inflation and its effect, not only on district employees, but how other agencies have handled this for 2023. After some discussion, Commissioner Gibson moved to approve a 7% Cost of Living Allowance (COLA) for 2023 for regular employees. Commissioner Lyons seconded. All were in favor. The motion passed.

The medical premiums for the PPO 100 plan will increase 2.5% in 2023. Commissioner Lyons moved to continue paying the full medical premiums for six full time employees. Commissioner Gibson seconded. All were in favor. The motion passed.

Board Communications

Firefighter Retirement – Commissioner Gibson attended the Vancouver Firefighters' IAFF Local 452 retiree and awards ceremony. Mary Elkin was recognized as an honorary member for her community support for many years.

WA State Auditors – Administrator Bethke reported to the board that the State auditor's office will audit years 2019-2021 starting the week of October 31.

Station 11 Grand Opening– Fire District 5 staff and commissioners will attend the Station 11 grand opening on October 22. Commissioner Rhine will give a short speech on behalf of the District.

SWFC Meeting – Commissioners Rhine and Lyons and Administrator Bethke will be attending the meeting on October 5 in Kelso, WA.

District Contingency/Ongoing Planning – Chair Rhine opened a discussion on the long term plans for the District. This topic included succession planning and annexation possibilities as well as District contributions to VFD over the next 5, 10 and 20 years. Contingency plans were also discussed pointing out the need to anticipate any adverse eventualities. Commissioner Rhine suggested a strategic planning workshop to further deliberate. Chief Blue suggested bringing the City Planner for expert input.

Old Business

None.

New Business

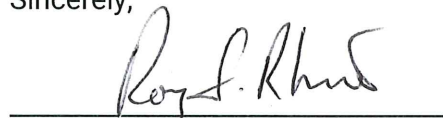
- A. **Resolution 2022-10-01 Fund Transfer 6256 to 6209** - Commissioner Lyons motioned to adopt Resolution 22-10-01. Commissioner Gibson seconded. All were in favor. The motion passed.

Adjournment

The next Regular Meeting is scheduled for Tuesday, October 18, 2022 at 5:30 pm.

Commissioner Rhine adjourned at 6:31 pm.

Sincerely,



Chair



Commissioner



Secretary to the Board



Commissioner