



## Board of Fire Commissioners

### Regular Meeting Minutes November 15, 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. via telephone. 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 November 1, 2022 regular meeting minutes as submitted. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

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

Chief Blue reported the VFD is hiring as quickly as possible. Two more academies are slated to graduate during 2023 to fill the open positions. Chief Blue also conveyed that the new Station 11 has been staying very busy to include a recent structure fire.

#### **Citizens' Communications**

None.

#### **Consent Agenda**

Commissioner Gibson moved to approve item A 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 \$ \$12,669.97

### **Secretary's Report**

- A. **Classes Taught – October 2022**– Provided to the Board for informational purposes. Administrator Bethke explained that all class numbers are on target for the year.
- B. **Staff Report 2022-055 – Budget 2023-Second Reading –** Administrator Bethke referred the Board to the 2023 budget resolutions to be adopted.

### **Board Communications**

**SAO Audit 2019-2021**- Administrator Bethke stated that the District is currently deep into the audit. Commissioner Lyons spoke of his telephone risk assessment interview with the state auditor. Audit is projected to be complete by end of December 2022.

**New EMT Director** –Administrator Bethke reported the interim EMT Director Time Kienitz has confirmed his desire to accept the position in a full time capacity. He will officially assume this role as of December 1, 2022.

### **Old Business**

None.

### **New Business**

- A. Resolution 22-11-01 Levy Certification by Secretary of the Board for 2023
- B. Resolution 22-11-02 Fund 6209 Commissioner's 2023 Budget
- C. Resolution 22-11-03 Fund 6256 Special Revenue 2023 Budget

Commissioner Lyons moved to adopt resolutions 22-11-01, 22-11-02 and 22-11-03. Commissioner Gibson seconded the motion. All were in favor. The motion passed.



**Adjournment**

The next Regular Meeting is scheduled for Tuesday, December 6, 2022 at 5:30 pm.

Commissioner Rhine adjourned at 5:52 pm.

Sincerely,

Chair

Commissioner

Secretary to the Board

Commissioner