



## **Board of Fire Commissioners**

### **Regular Meeting Minutes March 7, 2023**

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

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

Chair Lyons called the meeting to order at 5:30 p.m. Commissioner Rhine and Commissioner Gibson were in attendance. Also present at the meeting were District Administrator Jennifer Bethke and Deputy Administrator Chris Cohen.

#### **Approval of Minutes**

Commissioner Rhine motioned to approve the February 7, 2023 regular meeting minutes as submitted. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

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

None.

#### **Citizens' Communications**

None.

#### **Consent Agenda**

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



The consent agenda included the following items:

A. Commissioners' Fund 6209	\$	12,177.74
B. Commissioners' Fund 6209	\$	2,166.31
C. Commissioners' Fund 6209	\$	8,395.20
D. Commissioners' Fund 6209	\$	5,166.33
E. Commissioners' Fund 6209	\$	20,666.57
F. Payroll Transmittal – January 16 to 31, 2023	\$	29,105.24
G. Payroll Transmittal – February 1 to 15, 2023	\$	30,970.44
H. Sales Refunds – February 2023	\$	3,944.33

### **Secretary's Report**

- A. **Commissioners' Fund Financials-January 2023** - Provided to the Board for informational purposes.
- B. **Classes Taught-January 2023** - Provided to the Board for informational purposes.
- C. **Commissioners' Fund Financials-December 2022** – Provided to the Board for informational purposes.

### **Board Communications**

- A. **Station 11 Operational Costs Breakdown** – Administrator Bethke reported to the Board that she has requested an Operational Cost Breakdown of Station 11 from the City of Vancouver CFO. She expects to report the findings at the next Board meeting.

### **Old Business**

- A. **Station 11 Project Cost Breakdown** - Project cost breakdown was presented to the Board by Administrator Bethke. Some discrepancies were noted by the Board. Administrator Bethke will investigate the inconsistencies and report back to the Board.

### **New Business**

- A. **CCFD5 70<sup>th</sup> Anniversary**- Commissioner Rhine reminded the Board that District 5's 70 year anniversary is in 2024. The Board discussed options for celebrating and honoring the longevity of the District. This discussion will continue at future board meetings.



**Adjournment**

The next Regular Meeting is scheduled for Tuesday, March 21, 2023 at 5:30 pm.

Commissioner Lyons adjourned at 6:10 pm.

Sincerely,

  
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Chair

  
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Commissioner

  
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Secretary to the Board

  
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Commissioner