



Board of Fire Commissioners

Regular Meeting Minutes May 16, 2023

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

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, VFD Chief Blue and Deputy Administrator Chris Cohen.

Approval of Minutes

Commissioner Rhine motioned to approve the May 2, 2023 regular meeting minutes as submitted. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

Chief's Report

- A. **Washington D.C. Visit** – Chief Blue is schedule to visit the Capitol next week with Department Chiefs from larger Washington fire departments. They will be meeting with government officials to discuss upcoming firefighter related legislation.
- B. **Battalion Chief Promotions** – Chief Blue reported on the promotion of two fire captains to the position of Battalion Chief within VFD. This will fill the upcoming BC vacancies, since going to a four platoon system.

Citizens' Communications

None.



Consent Agenda

Commissioner Rhine moved to approve items A through C 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	\$	4,513.53
B. Commissioners' Fund 6209	\$	7,691.21
E. Payroll Transmittal – April 16 to 30, 2023	\$	31,560.85

Secretary's Report

- A. **Classes Taught-April 2023** - Provided to the Board for informational purposes.

Board Communications

- A. **District Administrator Performance Appraisal** – Administrator Bethke reminded the Board that her performance appraisal is coming due July of this year, which is her four year anniversary as District Administrator

Old Business

- A. **Impact Fees Letter of Support** – Chief Blue conducted a presentation to the Board regarding the history leading up to the current discussions regarding Fire Impact Fees. Administrator Bethke and Commissioner Gibson added to the discussion by reporting their findings from the recent Impact Fee Workshop on May 10th. After a lengthy discussion, the Board unanimously decided in favor of showing support by signing the letter to County Councilors that was drafted by Administrator Bethke. She will be sending the letter to County Manager, Kathleen Otto, this week.

New Business

- A. None.



Executive Session

At 6:15 p.m. Chair Lyons requested to move to Executive Session to discuss employee performance issues for 15 minutes. The executive session will be until 6:30 p.m.

At 6:30 p.m. Chair Lyons moved the meeting back to regular session.

No official board action was taken following the Executive session.

Adjournment

The next Regular Meeting is scheduled for Tuesday, June 6, 2023 at 5:30 pm.

Commissioner Lyons adjourned at 6:31 pm.

Sincerely,


Chair


Commissioner


Secretary to the Board


Commissioner