



## **Board of Fire Commissioners**

### **Regular Meeting Minutes December 17, 2024**

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

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

Chair Gibson called the meeting to order at 5:31 p.m. Commissioner Rhine and Commissioner Lyons were in attendance. Also present at the meeting were District Administrator Jennifer Bethke and Deputy Administrator Chris Cohen.

#### **Washington State Auditor's Exit Conference**

At the request of the Board, the Washington State Auditor's Office conducted the Exit Conference for the District's 2022-2023 Financial and Accountability audit. Erin Thomason and Lindsay Osborne from the Auditor's Office attended the Board meeting virtually to share the audit's conclusion and present the results.

#### **Approval of Minutes**

Commissioner Lyons motioned to approve the November 20, 2024 regular meeting minutes as submitted. Commissioner Rhine seconded the motion. All were in favor. The motion passed.

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

None.

#### **Citizens' Communications**

None.



**Consent Agenda**

Commissioner Rhine moved to approve items A through G 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	\$	8,497.73
B. Commissioners' Fund 6209	\$	3,530.64
C. Commissioners' Fund 6209	\$	18,155.83
D. Commissioners' Fund 6209	\$	51,790.41
E. Payroll Transmittal – November 1 to 15, 2024	\$	33,327.09
F. Payroll Transmittal – November 16 to 30, 2024	\$	31,438.77
G. Sales Refunds – November	\$	886.99

**Secretary's Report**

- A. **Commissioners' Fund Financials – November 2024** - Provided to the Board for informational purposes.
- B. **Classes Taught – November** - Provided to the Board for informational purposes.

**Board Communications**

The Board briefly discussed future budgetary needs and obstacles. They also discussed projections for future physical/capital improvements.

**Old Business**

None.

**New Business**

None.



**Adjournment**

The next Regular Meeting is scheduled for Tuesday, January 7, 2025 at 5:30 pm.

Commissioner Gibson adjourned at 6:26 pm.

Sincerely,

  
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Chair

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Secretary to the Board

  
\_\_\_\_\_  
Commissioner