



Board of Fire Commissioners

Regular Meeting Minutes June 3, 2025

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

Call Meeting to Order

Chair Rhine attended via phone and called the meeting to order at 5:30 pm. Chair Rhine passed the gavel to Commissioner Lyons as acting Pro Tem. Commissioner Gibson was in attendance. Also present at the meeting were VFD Chief Blue, District Administrator Jennifer Bethke and Deputy Administrator Chris Cohen.

Pledge of Allegiance

The Pledge of Allegiance was omitted due to a lack of in-person attendance.

Approval of Minutes

Chair Rhine motioned to approve the May 6, 2025 regular meeting minutes as submitted. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

Chief's Report

Retirement – Chief Blue notified the Board of his intention to retire October 1, 2025. The Board expressed its gratitude for his years of service with the Department. He informed the Board on the upcoming hiring process for his replacement. He indicated there would be a nationwide Recruitment. Internal candidates will also have the opportunity to apply for the position.

Response Time Presentation – Chief Blue presented response time data to the Board. The presentation showed comprehensive data representing incident count, response time and area of incidents. The data also gave a breakdown of the frequency of incidents within work shifts at all fire stations.



Mental Health – Chair Rhine inquired about the mental health provisions being made for personnel to cope with the strenuous demands faced by First Responders. Chief Blue confirmed that the VFD recently hired a mental health specialist to address these concerns.

Citizens' Communications

None.

Consent Agenda

Commissioner Rhine moved to approve items A through G 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	\$	8,631.80
B. Commissioners' Fund 6209	\$	10,466.78
C. Commissioners' Fund 6209	\$	14,708.63
D. Commissioners' Fund 6209	\$	12,191.68
E. Payroll Transmittal – April 16 to 30, 2025	\$	30,639.78
F. Payroll Transmittal – May 1 to 15, 2025	\$	32,813.82
G. Sales Refunds – May 2025	\$	1,827.03

Secretary's Report

A. **Commissioners' Fund Financials – April 2025** - Provided to the Board for informational purposes.

B. **Classes Taught – May 2025** - Provided to the Board for informational purposes.

Board Communications

None.

Old Business

A. **R 22-10-01 Authorizing Fund Transfer** – Administrator Bethke informed the Board that unused funds previously transferred to the District's General Fund 6209 from Special Revenue fund 6256, should be returned to fund 6256. These funds were initially transferred to support Station 11 operations for 2023, but Station 11 operations were funded out of the general fund 6209. Commissioner Rhine directed Administrator Bethke to create a resolution stating the reason the funds will be returned to 6256 and bring said resolution to a future Board meeting.



New Business

None.

Adjournment

The next Regular Meeting is scheduled for Tuesday, Jun 17, 2025 at 5:30 pm.

Pro Tem Lyons adjourned at 6:09 pm.

Sincerely,


Chair


Secretary to the Board


Commissioner


Commissioner