



## **Board of Fire Commissioners**

### **Regular Meeting Minutes July 1, 2025**

**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 5:30 pm. Commissioner Gibson and Commissioner Lyons were 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 led by Chair Rhine.

#### **Approval of Minutes**

Commissioner Lyons motioned to approve the June 3, 2025 regular meeting minutes as submitted. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

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

**WSRB** – Chief Blue reported to the Board on the results of the Washington Surveying and Rating Bureau's (WSRB) assessment. The City of Vancouver and Clark County Fire District 5 have a Protection Classification (PC) rating of 2. The WSRB rating system is essentially a contributing factor in how fire insurance rates are set within a community. Vancouver is now one of only 16 jurisdictions in Washington State to achieve a Class 2 rating. There is only one Class 1 rated jurisdiction in the state (Seattle). The assessment covered several areas, including fire station capabilities, water supply for fire suppression, emergency communication systems, and fire safety control.

**Battery Operated Extrication Tools** – Chief Blue explained to the Board that the two existing battery operated extrication tools are nearing end of life and need to be replaced. The battalion chiefs are researching the cost of extrication tool packages, but unfortunately the replacement costs are not included in the current fire budget. Chief Blue let the Board know which stations house the tools and how they would be deployed by the department. He will present the Board with a proposal to purchase these at a future meeting.



### **Citizens' Communications**

None.

### **Consent Agenda**

Commissioner Rhine moved to approve items A through I 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	\$	6,903.86
B. Commissioners' Fund 6209	\$	15,350.82
C. Commissioners' Fund 6209	\$	8,508,659.00
D. Commissioners' Fund 6209	\$	16,313.86
E. Commissioners' Fund 6209	\$	2,686.76
F. Commissioners' Fund 6209	\$	3,878.87
G. Payroll Transmittal – May 16 to 31, 2025	\$	30,476.61
H. Payroll Transmittal – June 1 to 15, 2025	\$	32,183.74
I. Sales Refunds – June 2025	\$	3,121.57

### **Secretary's Report**

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

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

### **Board Communications**

**District Administrator Annual Review** -Administrator Bethke reminded the Board that July 1, 2025 marks six years as being District Administrator and asked how they want to proceed with her review.

**Commissioner Photos** – The Board discussed wanting to update Commissioner photos. Each Commissioner indicated they had a plan to procure their own professional photos for the plaque and website.

**Budget Discussion** – There was a brief discussion about future capital and other budgetary concerns as it pertains to VFD's Prop 2. Chair Rhine asked the Chief for a capital schedule and a basic cost breakdown.



### Old Business

#### **A. R 25-07-01 Authorizing Fund Transfer**

Commissioner Gibson moved to adopt resolution 25-07-01. Commissioner Lyons seconded the motion. All were in favor. The motion passed.

### New Business

None.

### Executive Session

At 6:10 p.m. Chair Rhine requested to move to Executive Session to discuss employee performance for 10 minutes. The executive session will be until 6:20 p.m.

At 6:20 p.m. Chair Rhine extended the Executive Session for 5 minutes, until 6:25 p.m.

At 6:25 p.m. Chair Rhine 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, July 15, 2025 at 5:30 pm.

Chair Rhine adjourned at 6:31 pm.

Sincerely,

Handwritten signature of Roy L. Rhine in black ink.

Chair

Handwritten signature of Michael Lyons in black ink.

Commissioner

Handwritten signature of J. L. Bethke in blue ink.

Secretary to the Board

Handwritten signature in blue ink, likely of Commissioner Gibson.

Commissioner