



Board of Fire Commissioners

Regular Meeting Minutes February 3, 2026

**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 Gibson and Commissioner Rhine were in attendance. Also present at the meeting were District Administrator Jennifer Bethke, VFD Chief Drake and Deputy Administrator Chris Cohen.

Approval of Minutes

Commissioner Rhine motioned to approve the January 6, 2026 regular meeting minutes as submitted. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

Chief's Report

Strategic Planning – Chief Drake outlined his vision for VFD during his tenure as Chief. He provided his insights concerning his strategic planning moving forward. He detailed his plan for a subtle reorganization with an emphasis on incentivizing internal upward mobility within VFD.

Fatality – Chief Drake and the Board briefly discussed the recent passing of a member of the VFD. They discussed a plan that is already in motion and how VFD can make a more robust mental health program.



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	\$	4,947.48
B. Commissioners' Fund 6209	\$	36,346.40
C. Commissioners' Fund 6209	\$	15,487.50
D. Commissioners' Fund 6209	\$	25,922.17
E. Payroll Transmittal – December 16 to 31, 2025	\$	26,431.58
F. Payroll Transmittal – January 1 to 15, 2026	\$	31,434.24
G. Sales Refunds – January 2026	\$	3,213.54

Secretary's Report

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

There was a brief discussion regarding Fund 6256. The Board provided Chief Drake with an overview of the fund's history and its potential applications for the VFD. Administrator Bethke provided the Board with documentation from 2006 to present, of monies spent out of fund 6256 for VFD enhancements above and beyond the regular contractual agreement. The Board shared this with Chief Drake.

- B. Classes Taught – January 2026** - Provided to the Board for informational purposes.

Board Communications

Street Access Concerns – Commissioner Gibson provided an update to the Board concerning the issues related to street access that he reported in the previous meeting. He affirmed Ms. Kelly's concerns about the accessibility of neighborhoods for emergency vehicles, which is hindered by the narrowness of the streets. The Board discussed several solutions to address the issue.

Legislative Day – Commissioner Rhine reported that he attended the recent Washington State Legislative Day. He updated the Board on some recent legislative changes. He also informed the Board that Tori Pettis will be taking over as Washington Fire Commissioner Association (WFCA) Executive Director upon Roger Ferris's Retirement.



Old Business

None.

New Business

None.

Adjournment

The next Regular Meeting is scheduled for Tuesday, February 17, 2026 at 5:30 pm.

Chair Lyons adjourned at 6:46 pm.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Lyons", written over a horizontal line.

Chair

A handwritten signature in black ink, appearing to read "J. Y. Bothke", written over a horizontal line.

Secretary to the Board

A handwritten signature in black ink, appearing to read "Roy L. Shire", written over a horizontal line.

Commissioner

A handwritten signature in black ink, appearing to read "D. Lyons", written over a horizontal line.

Commissioner