



Board of Fire Commissioners

Regular Meeting Minutes March 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 February 3, 2026 regular meeting minutes as submitted. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

Chief's Report

Strategic Planning Meeting – Chief Drake thanked Administrator Bethke and Chair Lyons for attending the Strategic Planning Meeting. The Board discussed possibilities for future Planning Meetings.

Response Time and Resources – Chief Drake and the Board briefly discussed concerns regarding Standards of Cover. The discussion addressed Chief Drake's goal of reducing response time and the deployment of Department assets.

Fatigue and Burnout – A discussion was held to address the issues of personnel fatigue and burnout. Sleep deprivation and rest schedule were discussed. Some solutions were explored, including implementing rotating crews and adding a fourth position to the engines. The Board also reiterated the importance of mental health.



Citizens' Communications

None.

Consent Agenda

Commissioner Gibson moved to approve items A through G as submitted. Commissioner Rhine seconded the motion. All were in favor. The motion passed.

The consent agenda included the following items:

A. Commissioners' Fund 6209	\$	18,684.40
B. Commissioners' Fund 6209	\$	3,539.99
C. Commissioners' Fund 6209	\$	18,219.48
D. Commissioners' Fund 6209	\$	19,255.79
E. Payroll Transmittal – January 16 to 31, 2025	\$	31,684.92
F. Payroll Transmittal – February 1 to 15, 2026	\$	30,596.93
G. Sales Refunds – February 2026	\$	19,655.25

Administrator Bethke clarified the large Sales Refund for February. She explained that the amount was due to a website error. The credit card software embedded on the website inadvertently charged customers more than the correct amounts in several cases. The difference was refunded to the customers.

Secretary's Report

A. Commissioners' Fund Financials – January 2026 - Provided to the Board for informational purposes.

Administrator Bethke addressed funds that needed to be transferred in previous years. The Board would like these transfers to be memorialized in the future, in the spirit of transparency.

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

Board Communications



Spring Series Training Session – Commissioner Rhine informed the Board that he will be attending the Spring Series Training session in Spokane, WA on March 14th.

Security Glass – The Board discussed installing new security glass for the front office. The Commissioners expressed their support for Administrator Bethke moving forward with the installation.

Old Business

None.

New Business

A. Resolution 26-03-01 Surplus Property

Commissioner Rhine moved to adopt resolution 26-03-01. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

Adjournment

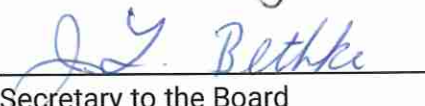
The next Regular Meeting is scheduled for Tuesday, March 17, 2026 at 5:30 pm.

Chair Lyons adjourned at 6:50 pm.


Sincerely,



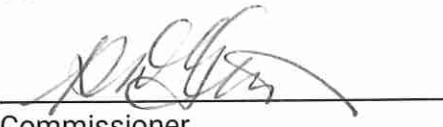
Chair



Secretary to the Board



Commissioner



Commissioner