



Board of Fire Commissioners

Regular Meeting Minutes May 6, 2025

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

Call Meeting to Order

Chair Rhine called the meeting to order at 5:30 p.m. Commissioner Gibson was in attendance. Also present at the meeting were District Administrator Jennifer Bethke and Deputy Administrator Chris Cohen. Chair Rhine and Commissioner Lyons attended virtually via telephone.

Pledge of Allegiance

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

Approval of Minutes

Commissioner Gibson motioned to approve the April 1, 2025 regular meeting minutes as submitted. Commissioner Lyons seconded the motion. All were in favor. The motion passed.

Chief's Report

None.

Citizens' Communications

None.



Consent Agenda

Commissioner Gibson moved to approve items A through H 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	\$	4,686.56
B. Commissioners' Fund 6209	\$	12,693.94
C. Commissioners' Fund 6209	\$	9,274.14
D. Commissioners' Fund 6209	\$	17,857.69
E. Commissioners' Fund 6209	\$	5,038.23
F. Payroll Transmittal – March 16 to 31, 2025	\$	32,770.13
G. Payroll Transmittal – April 1 to 15, 2025	\$	32,188.46
H. Sales Refunds – April	\$	3,138.49

Secretary's Report

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

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

Board Communications

Workplace Respect & Harassment Prevention Training – Administrator Bethke reminded the Board of the District's upcoming Workplace Respect & Harassment Prevention Training. Employees have two opportunities to attend the mandatory training: May 22 and June 5. The Commissioners voiced their preference for which session they will attend.

Investment Pool Meeting – Administrator Bethke informed the Board that on May 8th, she and Management Analyst Riza Russum will attend an informative meeting regarding the Clark County Investment pool and the District's involvement. She will report on her findings in an upcoming meeting.

Fall Protection Class – Commissioner Rhine attended a recent Fall Protection class at the District. He provided the Board and Deputy Administrator Cohen with a critique of the class. He recommended upgrading some of the technology used for the class for better visibility of the class material. He also mentioned an opportunity to offer instruction more tailored to small businesses, making it more relevant to the public. Deputy Cohen will follow up with the Fall Protection instructor and research options that will improve visibility in the classroom.



Old Business

None.

New Business

None.

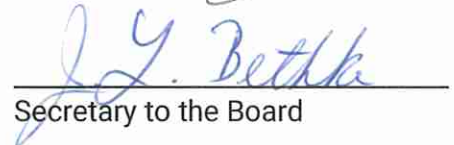
Adjournment

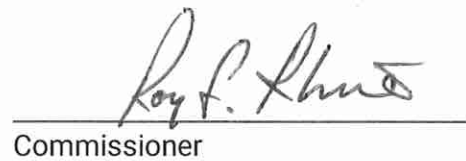
The next Regular Meeting is scheduled for Tuesday, May 20, 2025 at 5:30 pm.

Chair Rhine adjourned at 5:56 pm.

Sincerely,


Chair


Secretary to the Board


Commissioner


Commissioner