



Board of Fire Commissioners

Regular Meeting Minutes May 19, 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 April 21, 2026 regular meeting minutes with two minor edits. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

Chief's Report

Strategic Plan – Chief Drake thanked the Board for their participation in the partnership between CCFD5 and VFD. He then presented the first draft of the VFD Strategic Plan. The plan outlined the goals, strategies, and tactics needed to accomplish the Vision Statement that the VFD has adopted. Chief Drake explained, in detail, how the plan aligns with VFD's core values, culture and mission.

There was a discussion regarding future plans and the partnership between CCFD5 and VFD. The Board briefly discussed the possibility of an RFA and what it would look like.

There was a lengthy discussion regarding the District paying for enhancements to VFD, including capital assets and funding for more FTE's. The Chief discussed bringing his prioritized needs to a future Board meeting.

Citizens' Communications

None.



Consent Agenda

Commissioner Rhine moved to approve items A through F 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	\$	4,630.89
B. Commissioners' Fund 6209	\$	8,703.56
C. Commissioners' Fund 6209	\$	23,337.47
D. Payroll Transmittal – April 1 to 15, 2026	\$	32,203.09
E. Payroll Transmittal – April 16 to 30, 2026	\$	31,202.05
F. Sales Refunds – April 2026	\$	2,466.67

Administrator Bethke requested a short recess from the meeting at 6:56. Chair Lyons moved to recess for 5 minutes or until 7:01 p.m.

Chair Lyons called the meeting back to order at 7:01 p.m.

Secretary's Report

- A. **Classes Taught – April 2026** - Provided to the Board for informational purposes.
- B. **Commissioners' Fund Financials – April 2026** - Provided to the Board for informational purposes.

Board Communications

COV Contract Updates – Administrator Bethke provided an update to the Board regarding the contract amendments with COV that were discussed in the prior meeting. She added that the first payment under the new agreement will be sent out this week.

Old Business

None.



New Business

- A. **Revised Resolution 26-05-01 Funding VFD Administrative Support Staff** – All Board members agreed to the revisions.

Executive Session

At 7:13 p.m. Chair Lyons moved to Executive Session to discuss employee performance for 30 minutes. The executive session will be until 7:43 p.m.

At 7:43 p.m. Chair Lyons 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, June 2, 2026 at 5:30 p.m.

Chair Lyons adjourned at 7:45 p.m.

Sincerely,


Chair


Commissioner


Secretary to the Board


Commissioner