



Board of Fire Commissioners

Regular Meeting Minutes October 20, 2020

Northwest Regional Training Center
11606 NE 66th Street, Suite 103
Vancouver, WA 98662

Call Meeting to Order

Chair Lyons called the virtual Zoom meeting to order at 5:32 p.m. Commissioners Gibson and Rhine were present. Also present at the meeting were Jennifer Bethke, Tareak Dahini, Chief Blue and Sam Harrison. Public invited to the meeting at <https://us02web.zoom.us/j/88363146471?pwd=aWdORVBOLzF6TFhhVkdhQW05cTc5UT09>
Meeting ID 883 6314 6471

Approval of Minutes

Commissioner Rhine moved to approve the minutes of the October 6, 2020 regular meeting. Commissioner Gibson seconded the motion. All were in favor. The motion passed.

Chief's Report

- A. Engine 11 – Chief Blue indicated that the engine ordered for station 11 will arrive before Station 11 is complete and he intends to put the engine into circulation immediately. This will allow VFD the time to determine if there are any flaws or problems that need to be corrected during the warranty period. When station 11 is operational, the engine will then be reassigned.
- B. Co-Branding – Administrator Bethke presented logo options to the Board. The third option was the consensus choice. Administrator Bethke presented the example picture of the logo on the engine located in the lower back corner on the driver's side. Chief Blue indicated that VFD didn't want a billboard but were willing to continue to work through different options. The Board agreed that they would like to continue discussions on different location options for the logo on the apparatus.

Citizen's Communication

None



Consent Agenda

Commissioner Gibson moved to approve items A through C on the consent agenda. Commissioner Rhine seconded the motion. All were in favor. The motion passed.

The consent agenda included the following items:

| | | |
|---|----|-----------|
| A. Commissioners & NWRTC Funds | \$ | 6,520.98 |
| B. Commissioners & NWRTC Funds | \$ | 13,746.39 |
| C. Payroll Transmittal – September 16 to 30, 2020 | \$ | 28,612.94 |

Communications

None

Secretary's Report

- A. Staff Report 2020 – 048 2021 Budget Adoption – Commissioner Gibson expressed concern over the levy rate at \$1.07. He expressed that if it dropped to \$1.00 or less, District 5 could lose the ability to regain to \$1.50 collection rate. Administrator Bethke stated she has watched the levy rate continue to drop over the past few years and has reached out to the City letting them know that if the District dropped below \$1.00, that could make it difficult for CCFD5 to meet its contractual obligation with the City. She also spoke to the City about annexing in District 5's footprint to help alleviate this issue. Chief Blue recognizes that an annexation would increase the collection rate and he stated he intends to present this issue to the City Manager.
- B. New Format of 2021 Budgets – The Board expressed their support of the new budget format of requested 2021 budget. The formal adoption will be at the next Regular board meeting.

Old Business

Chair Lyons asked for an update regarding the City of Vancouver's budget request to support 13 FTE's for Station 11. Administrator Bethke informed the Board that after some discussion with the COV, the request was withdrawn, and those 13 FTE's won't be hired until Spring 2022.

New Business

- A. R 2020 - 10 - 01 Resolution Dissolving DBA and Close Training Center Enterprise Fund - Commissioner Rhine moved to approve R 2020 – 10 – 01 Resolution Dissolving DBA and Close Training Center Enterprise Fund. Commissioner Gibson seconded the motion. All were in favor. The motion passed.
- B. Vacation Overpayment – Documentation has been put together illustrating an overpayment for vacation hours that should not have been accrued for Natalia Mosley who is no longer employed by CCFD5. Administrator Bethke informed the Board that the District is obligated by law to request that the overpayment for vacation hours be repaid. Administrator Bethke asked the Board if they would like the email from legal counsel quoting such laws, confirming next steps in the recoup process. The Board indicated they did want to see the email from legal so they can review and determine what action they want to take.

Board Communications


None

Executive Session

Adjournment

Commissioner Lyons adjourned at 6:42 pm

Sincerely,



Chair



Commissioner



Secretary to the Board



Commissioner