

HYANNIS FIRE DISTRICT

95 HIGH SCHOOL ROAD EXT
HYANNIS, MA. 02601

DISTRICT SEARCH COMMITTEE

Laura Cronin, Commissioner, Chair
Dennis Sullivan, Commissioner
Michael Dalmau, FF/ EMT
Eric Kristofferson, Captain

BOARD OF COMMISSIONERS

Peter Cross, Chairman
Demetrius Atsalis, Vice Chairman
Victor Skende, Clerk
Laura Cronin
Dennis S. Sullivan

HYANNIS FIRE DISTRICT FIRE CHIEF SEARCH COMMITTEE

November 15, 2016 Meeting Minutes

In Attendance: Laura Cronin (Committee Chair), Dennis Sullivan (Commissioner), Michael Dalmau (FF/EMT), Capt. Eric Kristofferson

Committee Chair Laura Cronin called the 5th meeting of the Hyannis Fire District (HFD) Fire Chief Search Committee to order at 6:00 pm.

I. Open Session

- a. Minutes: Approve the minutes of November 7, 2016 with corrections to spelling of Eric's name; motion made by Mike Dalmau, 2nd by Dennis Sullivan, approved unanimously.
2. Correspondence:
 - a. Received an email from BadgeQuest, Inc., informing us, due to a potential conflict, they will not be able to submit a proposal to conduct a fire chief process for us.
 - b. Received an email from Brandon Moss (Hyannis Fire District Attorney), responded to committee's request on what our options were after an unsuccessful attempt to get a third quote; his response was we met the requirements under Massachusetts General Law 30B Section 4, in that three quotes were sought.
3. Public Comment:
 - a. None
4. Old Business:
 - a. Discussion on consultants we've requested quotes from, and assess the services offered.
 - i. Committee discussed the pros and cons of the MMA Consultants and MRI.
 1. Both consultants have excellent references, and provided us with comprehensive outlines of their services.

2. MRI is familiar with our district, higher concentration on Fire recruitment positions, and the successful placement of COMM 's new Chief; indicate they are in tuned with district needs.
 3. MMA Consultants focus appeared to be more toward police and other municipal positions. While they did do some recent assessment testing for the district, their stronger focus was on municipality town vacancies.
 - b. Committee discussed who they felt would be the better fit for the district's Fire Chief replacement and agreed MRI would be more apt to tailor the search to meet the district's needs; and agreed to make a decision on the consultant.
 - i. Motion was made by Mike Dalmau to secure the services of MRI, to work with the committee to find the new Chief, 2nd by Dennis Sullivan, voted and approved unanimously.
5. New Business:
 - a. Discuss timeline and strategy for moving forward.
 - i. Chair Cronin will reach out to Brain Duggan at MRI to let them know we have selected them, and request he send us a contract for our review.
 - ii. As soon as the contract arrives, Chair Cronin will send to attorney Moss, and to the committee, for review.
 - iii. As soon as contract is approved by the attorney, and the committee, we will submit District Clerk/Treasurer for issuing a check for the deposit, and set up first meeting with MRI.
 - iv. Chair Cronin will make sure copies of the quotes from MMA Consultants and MRI; and communication from BadgeQuest, are filed with tonight's meeting minutes.
 - b. Committee agreed the next meeting will be as soon as we receive the contract and will send agenda out as soon available.
6. Items not reasonably anticipated by the Chair at least forty –eight (48) hours to the meeting:
 - a. None
7. Public Comment:
 - a. None.

II. No Executive Session

Motion to adjourn made by Dennis Sullivan, seconded by Mike Dalmau, meeting adjourned at 6:25PM.

Respectfully Submitted,
Laura Cronin, Commissioner, Committee Chair
Attachments (MMA and MRI contracts and other correspondence) on file with Hyannis Fire District Clerk/Treasurer