

# 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 7, 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 4<sup>th</sup> 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 October 31, 2016 as written; motion made by Dennis Sullivan, 2<sup>nd</sup> by Eric Kristofferson, approved unanimously.
2. Correspondence:
  - a. None
3. Public Comment:
  - a. None
4. Old Business:
  - a. Discuss reference checks performed by committee on consultants who have presented to date (MMA Consultants, and MRI).
    - i. MRI references assigned to Eric (Barnstable Fire), and Dennis (COMM):
      1. Both departments highly recommended MRI, very pleased with their process and services for Fire position recruitment. They provided good candidates to go through, and ultimately very satisfied with their choice.
    - ii. MMA references assigned to Laura (Ipswich, MA), and Mike (Stoughton, MA):
      1. Both towns were very happy with MMA consultant team and their process. Both used them for other municipal positions in addition to Fire and Police.
  - b. Discuss update from attorney on clarification with the new RFP guideline change to take effect November 7, 2016:
    - i. Chair Cronin said she received information from Brandon Moss, HFD Attorney, who confirmed even with the increase of the RFP minimum

level to \$50,000, we need to request three quotes for the recruitment services we are looking to use for this search.

5. New Business:

- a. Discuss strategy for interviewing additional consulting team
    - i. Chair Cronin reached out and spoke with Robert Pomeroy, at BadgeQuest, a recruiting consultant in Plymouth MA., and requested information and a quote. He said he was travelling this week and would send us their information with price structures, and dates they might be available to meet, as soon as he returned.
    - ii. Chair Cronin will send information to the committee as soon as it is received, and will request to meet with them at our next meeting.
  - b. Committee agreed the next meeting will be on Monday, Nov. 14, 2016, at 6PM
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 Mike Dalmau, seconded by Dennis Sullivan, meeting adjourned at 6:45PM.

Respectfully Submitted,  
Laura Cronin, Commissioner, Committee Chair