

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

March 21, 2017 Meeting Minutes

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

Committee member Laura Cronin called the 12th meeting of the Hyannis Fire District (HFD) Fire Chief Search Committee to order at 6:00PM.

I. Open Session

- a. Minutes: Approve the minutes of 2/20/17;
 - i. Motion made by Mike D. 2nd by Dennis S., approved unanimously.
2. Correspondence:
 - a. 3/17/17: Draft of Essay questions for potential candidates.
3. Public Comment:
 - a. None
4. Old Business:
 - a. None.
5. New Business:
 - a. Reviewed the draft of essay questions sent by Bob C. (MRI Consultants).
 - i. Total of six questions
 - ii. Questions 1 & 2 No changes
 - iii. Question 3 – reword opening of paragraph to be more positive regarding the current innovation and information technology sections.
 - iv. Question 4 – Regarding the levels of staffing and EMS services; eliminate – not relevant to the next level of information we are looking for, assumes most of that will be in the resume, or when in person.
 - v. Question 5 – no change.
 - vi. Question 6 – eliminate the first sentence.
 - vii. Motion was made by Mike D. to authorize Cronin to update the questions as needed, and to submit without having to review a second time.
Seconded by Dennis S; approved unanimously.

- b. Discuss next steps and next meeting times
 - i. Committee Chair Cronin will get these changes to Bob C. by Wednesday, and request the time frame for the essay questions be shortened due to the concern for time.
 - ii. Committee discussed the concerns we have of being disconnected with the process, and MRI not meeting the time frame for the resume reviews of the “final 16” Bob spoke about earlier.
 - iii. With the essay questions just going out, and allowing for 2 weeks to process, pts us in Mid-April, and we still haven’t seen a time line for the assessment, etc.; locations will need to be secured especially in May.
 - iv. Committee discussed contacting Brian Duggan at MRI, to let him know our overall concerns.
 - v. Chair Cronin offered to call Bob C and Brian D, together, and address our concerns. Committee agreed to take that next step; and our next meeting will be determined after that conversation takes place.

- 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 D., seconded Eric K., and meeting adjourned at 6:30PM.

Respectfully Submitted,
Laura Cronin, Commissioner, Committee Chair

Copies of MRI email and essay question draft, and revision on file with District Clerk/Treasurer.