

# 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**

### **April 17, 2017 Meeting Minutes**

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

Committee member Laura Cronin called the 14<sup>th</sup> meeting of the Hyannis Fire District (HFD) Fire Chief Search Committee to order at 5:30PM.

#### I. Open Session

1. Minutes: Approve the minutes from the public meetings 3/21/17 and 4/3/17.
  - a. Dennis S motion to approve, Eric K second – All approved
2. Correspondence:
  - a. Received interim billing from MRI, Chair Cronin signed and submitted to Verna LaFleur, District Clerk, for Payment.
  - b. Email from Bob C, with candidates Essay responses for review.
3. Public Comment:
  - a. None
4. Old Business:
  - a. None.
5. New Business:
  - a. Meet with Bob Craig from MRI Consultants
    - i. Confirm Assessment dates and next steps
      1. Dates are June 15<sup>th</sup> and 16<sup>th</sup>, start date/time will be confirmed once the number of candidates has been confirmed who will proceed. MRI will book their own rooms, Mike D to provide contact information for the hotel.
      2. First day will include a meet and greet luncheon to include the Board of Commissioners, Search Committee, and other members of the department (to be determined).
      3. Point person for MRI is Bob Craig; Mike D. and Debe Schiavi, will be the point persons from the Department.

4. Week of May 2<sup>nd</sup>, MRI will perform phone interviews and comprehensive background checks on selected candidates, and will review results with Search Committee at their next meeting, on May 8<sup>th</sup>.
    - ii. Review essay question responses – will not be done in open session.
  6. Items not reasonably anticipated by the Chair at least forty –eight (48) hours to the meeting:
    - a. None
  7. Public Comment:
    - a. None.
- I. II. Motion was made By Dennis S., to close the public session and go into Executive Session under M.G.L. c.30A §21(a)(8)to consider applicants for employment or appointment for the Fire Chief position, after the Chair declares that an open meeting may have a detrimental effect on reviewing them in a public forum; as there can be a concern that having this process in open session could deter applicants, such as those individuals who have current employment and do not want their candidacies to be revealed; and the committee will not return to public session.  
2<sup>nd</sup> by Eric K.,
  8. Roll call vote:
    1. Dennis S – Aye
    2. Mike D. – Aye
    3. Eric K – Aye
    4. Laura - Aye

Motion to adjourn public meeting made by Mike D., seconded Eric K., and adjourned at 5:42 PM.

Respectfully Submitted,  
Laura Cronin, Commissioner, Committee Chair

Copies of MRI invoice, and correspondence from Bob C. (without essay questions attachments), is on file with the District Clerk Treasurer.