

DUNN'S CORNERS FIRE DISTRICT

1 Langworthy Road

Westerly, Rhode Island 02891

Minutes

Chief Selection Committee

May 15, 2017

The Dunn's Corners Fire District Chief Selection Committee ("CSC") convened on Monday, May 15, 2017 at 7:00 p.m. at Station #1.

Attendees were comprised of CSC members Matt Thomsen, Bob Delaney, Tom Algieri, Ken Martin, Rich Thomsen, Jeff Thomas, and Nick Schilke. A quorum was present.

Additional attendee(s) – Interim Chief Keith Kenyon

Actions of the CSC (all unanimous votes unless otherwise noted).

Agenda Items:

Pledge of Allegiance – The meeting started at 6:30 p.m. with the Pledge of Allegiance.

Approval of Minutes – The minutes of the CSC meeting of May 1, 2017 were approved

Actions Taken To Date – Discussion ensued regarding the advertising of the Chief's position. Jeff Thomas stated that the Chief's position was posted on Linked-In and, per his review, that 6,144 people saw the posting and that 918 people looked at the posting. That said, to date, we have received two applications.

Development of Interview Schedule and Strategy – Jeff Thomas proposed a scorecard (attached hereto) where each and every application would receive a score pursuant to a scorecard that itemizes and values each applicant's attributes. The CSC reviewed this scorecard with Jeff, made suggestions and Jeff stated he would come back with another draft at the next meeting.

Discussion ensued regarding the process of examining the applications, etc. All agreed that if the number of applications is under ten, then there is no need for the "scorecard" procedure. Otherwise, after the application deadline has passed, CSC will split the number of applications among the members. The members will score the applicants. Then CSC will distribute these applicants to different members, who will check on the prior assessment. CSC believes this is the fairest way to proceed.

Once CSC can reduce the applicants to three to five qualified applicants, these applicants will be subject to an interview with selected, qualified Chiefs from Rhode Island, an additional test to be determined and an interview with the CSC.

The CSC discussed a number of Chiefs DCFD would ask to interview our applicants, they include, but are not limited to, Chief Quinn, Chief Stanley, Chief Barrington, Chief Dillon and Chief Rowen.

In addition to the foregoing, the CSC discussed the needs for a physical test and other such tests.

Meeting adjourned at 8:01 p.m.

Matthew H. Thomsen, Secretary pro tem