

Centerville-Osterville Marstons Mills Fire Department
Fire Commissioners' Meeting
January 29, 2023

CALL TO ORDER: This meeting will come to order at 1700 and will be recorded. We will begin our meeting with public comment. If you wish to provide public comment, please raise your hand, and wait to be called on by the chair. Speakers should identify themselves when called on to speak. Each speaker may have a minimum of three minutes. To be complaint with the Open Meeting Law, the board may choose not to engage in discussion on a particular comment but may wish to include the topic on a future agenda. The Board of Fire Commissioners strives to maintain an orderly and peaceable public meeting environment.

Fire Commissioners Macallister, Riley, and Brown were in attendance along with Chief Winn, Deputy Eldridge, N. Kennedy, and members of Local 2346 and Local 59.

Roll call was taken. A motion was made and seconded to accept the minutes from the January 22, 2024, meeting.

Discuss the retirement of Fire Chief Michael Winn in particular the potential effective date of the retirement and the process the Fire District will use to fill the position; including but not limited to appointing an interim Fire Chief, engaging outside vendors to conduct an assessment center and any other issues that may be impacted by the retirement of the Fire Chief.

Chief Winn gave a formal letter notification of his retirement to Commissioner Macallister. Commissioner Macallister thanked Chief Winn for his time at COMM Fire.

Doug Brown – Is it possible to hire both Fire Chief and Deputy Chief at the same time?

Chief Winn – I believe the leadership is within COMM Fire. Need to discuss the Deputy Chief position as Deputy Eldridge will be moving into the Chief position. Would be a two-step process due to time/budget to have a Chief Assessment.

Chairman Macallister – Reasonable to break the process up into two processes, Deputy Chief and Fire Chief. Send RFQ out and hopefully have the assessment for Deputy in March or April. When would we have the Chiefs assessment?

M. Rogers (Local 2346 President) – Would it be possible to make the Chief selection first then the Deputy Chief?

Chairman Macallister – This is a new transition for COMM Fire having a Chief and Deputy Chief leave within a year. In Request for Quotes can we request how to move forward?

Chief Winn – Discussed the current job description for Deputy Chief and asked the Fire Commissioners to review and approve to move forward with the Request for Quotes.

Chief Winn – Once we have narrowed down the vendor, we can discuss how to move the process forward.

A motion was made to vote to move Deputy Eldrige to the Chief position effective June 29, 2024, upon the current Chief's retirement. The motion was seconded and approved unanimously.

A motion was made to approve the current Deputy Chief job description with approved changes. The motion was seconded and approved unanimously.

ADJOURNMENT AND NEXT MEETING

The meeting adjourned at 1532hrs. Next meeting is February 26, 2024, at 5pm.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Doug A. Brown", is written over a horizontal line.

Doug Brown, Clerk