

**FIRE SERVICE COMMISSION
MINUTES OF MEETING
February 16, 2023**

The Fire Service Commission held a meeting on Thursday, February 16, 2023, via conference call per COVID-19 Guidelines under Mass. General Law Chapter 30A, Section 20.

Present at the meeting were the following Commission members:

Chief Gregory J. Burns
Captain Michael McCullough
FF Richard D. MacKinnon Jr.
Undersecretary Jeanne Benincasa Thorpe
Chief Peter Shedd
Chief John S. Ingram
Ms. Roberta Fitzpatrick

No Commission members were absent from the meeting.

Guests present at the meeting:

Jennifer Roedel, Chief of Staff- Executive Office of Safety and Security
Jean Auguste, Director of Human Resources - Executive Office of Safety and Security
Monica Munoz-Perkins, Deputy Director of Human Resources - Executive Office of Safety and Security
Lisa Morales, Executive Assistant to Secretary Terrence M. Reidy & Chief of Staff Jennifer Roedel – Executive Office of Safety and Security

DFS staff present at the meeting:

State Fire Marshal Peter Ostroskey
Deputy State Fire Marshal Maribel Fournier
Public Information Officer Jake Wark
General Counsel Rooney
Massachusetts Fire Academy Director Jeffrey Winn
Alanna Malatos
JoAnne Caruso
Mary Elizabeth Lynch

Meeting called to order by Chairman Gregory Burns at 10:03 a.m.

AGENDA

A. Approval of Minutes of the January 23, 2023 Meeting

A motion was made by Undersecretary Benincasa Thorpe and seconded by FF MacKinnon Jr. to discuss the minutes of the January 23, 2023 meeting.

The vote was unanimous in favor of the motion.

Chief Burns noted a modification in the attendance list which DFS Staff will correct.

A motion was made by Captain McCullough and seconded by Undersecretary Benincasa Thorpe that the minutes of January 23, 2023 meeting be approved with correction.

Ms. Fitzpatrick abstained from this vote as she was not present for the January meeting.

The vote was unanimous in favor of the motion.

B. Credentialing/Re-Credentialing Process

A motion was made by Chief Ingram and seconded by FF MacKinnon Jr. to award accreditation to:

- Lieutenant Thomas Parsons – Spencer Fire Department

The vote was unanimous in favor of the motion.

A motion was made by Chief Ingram and seconded by Undersecretary Benincasa Thorpe to award accreditation to:

- Deputy Chief Robert O’Connell – West Boylston Fire Department

The vote was unanimous in favor of the motion.

A motion was made by Chief Ingram and seconded by FF MacKinnon Jr. to award accreditation to:

- Deputy Chief Stephen Mortarelli – Wellesley Fire Department

The vote was unanimous in favor of the motion.

A motion was made by Chief Ingram and seconded by Undersecretary Benincasa Thorpe and Captain McCullough to award accreditation to:

- Deputy Chief Dana Amendola – Bolton Fire Department

The vote was unanimous in favor of the motion.

A motion was made by Chief Ingram and seconded by FF MacKinnon Jr. to award accreditation to:

- Chief Paul Normandin Jr. – Southbridge Fire Department

The vote was unanimous in favor of the motion.

A motion was made by FF MacKinnon Jr. and seconded by Captain McCullough to award re-accreditation to:

- Captain Edward Manion Jr. – Westborough Fire Department

The vote was unanimous in favor of the motion.

C. Discuss and Potential vote on State Fire Marshal Selection Process/Proposed Timeline

A motion was made by Undersecretary Benincasa Thorpe and seconded by Chief Ingram to discuss the State Fire Marshal selection process and proposed timeline.

The vote was unanimous in favor of the motion.

General Counsel Rooney began with a review of MGL C. 6 s. 165B which explains the Commission's ability to hold meetings and break into executive sessions when necessary. He also gave statistics from the 2016 State Fire Marshal Selection Process; Ten (10) Applicants; Six (6) met Minimum Entrance Requirements (MER's); Six (6) interviewed in first round; three (3) moved to second round, one (1) withdrew.

General Counsel Rooney also explained the purpose of establishing a four-member subcommittee/working group. The subcommittee would consist of no more than four members of the existing Commission. This would allow for executive sessions to take place in the initial stages of the screening process to protect the anonymity of the candidates and for candid discussions. Only round one interviews will go into executive session. Once candidates are identified for second round interviews by the subcommittee they will be submitted to the full Commission. Those interviews will be open to the public.

Chief Burns proposed the following members to form the subcommittee:

- Undersecretary Jeanne Benincasa Thorpe – Ex Officio, Designee for Secretary Terrance Reidy/EOPSS
- Chief Gregory Burns - Representing FCAM community within Metro District 13
- Captain Michael McCullough – Representing Mass Call and Volunteer Firefighters Association
- FF Richard MacKinnon Jr. - Representing PFFM

A motion was made by Ms. Fitzpatrick and seconded by Chief Ingram to accept the establishment of the subcommittee.

The vote was unanimous in favor of the motion.

EOPSS Chief of Staff, Jennifer Roedel, and EOPSS/HR Staff briefed the Commission on the minimum entrance requirements and screening process, the tentative timeline, and their availability as resources to assist and support the subcommittee/working group in the initial screening process.

A motion was made to accept the process to allow EOPSS/HR to conduct the initial screening of the candidates.

The vote was unanimous in favor of the motion.

D. General Issues and Updates from DFS

Marshal Ostroskey updated the Commission some ongoing objectives; the round one interviews being conducted for the ASHER Director this week; MPTC/EOPSS will be using ALERT as its prime vendor and five day training courses will be offered in March; recent uptick in “shooting threats”; a candidate has been identified for Deputy General Counsel; an process issue was

identified regarding the SAFE grant awards and outreach to impacted communities will occur as soon as possible.

Deputy Fire Marshal Fournier explained that a general contractor for Bridgewater has been selected for the infrastructure package; Structural Collapse class will be held in Bridgewater on April 17th and courses across all campuses are ramping up Spring sessions are being advertised.

DFS will have a presence at the FCAM conference Feb 28 – March 2nd and cancer screenings will take place.

E. Determination of Next Meeting Date and Adjournment

The date of the next meeting of the Fire Service Commission is tentatively scheduled for Thursday, March 16th at 10:00am.

A motion to adjourn was made by FF MacKinnon Jr and seconded by Captain McCullough.

Said motion was approved by a unanimous vote of the Commission.

The meeting of the Fire Service Commission concluded at 10:49 a.m.