

**FIRE SERVICE COMMISSION
MINUTES OF MEETING
Wednesday, May 3, 2023**

The Fire Service Commission held a meeting on Wednesday, May 3, 2023, via conference call 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

DFS staff present at the meeting:

General Counsel Glenn Rooney
JoAnne Caruso

Guests present at the meeting:

Sang Pham – T-Mobile Representative

Meeting called to order by Chairman Gregory Burns at 1:02 p.m.

AGENDA

A. Open Session

Chairman Chief Burns publicly announced the purpose for executive session, citing to G.L. c. 30A, § 21(a) (8). Specifically, the Commission will be discussing the interview questions to be asked by the preliminary screening committee for the State Fire Marshal position.

Chairman Chief Burns states at the conclusion of the Executive Session, the Massachusetts Fire Service Commission will not reconvene in open session for the purpose of establishing the next meeting date and time to adjourn.

Sang Pham (guest) left the meeting at 1:04 pm.

B. Executive Session [G.L. c. 30A, § 21(a) (8)]

A motion was made by FF McKinnon Jr. and seconded by Undersecretary Benincasa Thorpe to enter Executive Session.

The vote was unanimous in favor of the motion.

1. Approval of Minutes from April 25th meeting

A motion was made by FF McKinnon Jr. and seconded by Captain McCullough to accept the April 25th minutes as written.

The vote was unanimous in favor of the motion.

2. For preliminary screening committee of the Fire Service Commission to finalize interview questions for the position of State Fire Marshal

The Commission discussed a variety of topics they are interested in hearing each candidate elaborate on and determined which questions will be asked of the selected candidates.

A motion was made by FF McKinnon Jr. and seconded by Captain McCullough to approve the questions as written as round one interview questions.

The vote was unanimous in favor of the motion.

3. For the preliminary screening committee of the Fire Service Commission to determine which candidates will be selected for first round interviews

A motion was made by FF McKinnon Jr. and seconded by Captain McCullough to accept and move seven candidates to first round interviews.

The vote was unanimous in favor of the motion.

General Counsel Rooney will make the Executive Office of Safety and Security aware of which candidates will be moving forward in the selection process in order to schedule interview dates and times.

C. Adjournment from Executive Session

The date of the next meeting of the Fire Service Commission preliminary screening committee is tentatively scheduled for Thursday, May 11th at 1:00pm.

A motion was made by Undersecretary Benincasa Thorpe and FF McKinnon Jr. and seconded by Captain McCullough to adjourn at 2:14pm.

The vote was unanimous in favor of the motion.