

# Veteran Advocate Nominating Committee

## Meeting Minutes

May 4, 2023

1:00 – 3:00 pm

Date of meeting: Thursday, May 4, 2023

Start time: 1:00 pm

End time: 2:00 pm

Location: Virtual Meeting (Zoom)

Members participating remotely		Vote I*
1	<b>Daniel Shark</b> ( <i>chair</i> ) – Executive Office of Health and Human Services (EOHHS)	X
2	<b>Sean Collins</b> – Board of Trustees of the Holyoke Soldiers' Home	-
3	<b>Emmanuel Dockter</b> – Executive Office of Veterans' Services (EOVS) ( <i>designee of Secretary Santiago</i> )	X
4	<b>Brooke Doyle</b> – Department of Mental Health (DMH)	-
5	<b>Jeffrey Farnsworth</b> – Executive Office of Public Safety and Security (EOPSS)	X
6	<b>James C. Fratolillo</b> – American Legion	X
7	<b>Gary W. Keefe</b> – Mass. National Guard	X
8	<b>Bill LeBeau</b> – Veterans of Foreign Wars (VFW)	-
9	<b>Caitlyn Letourneau</b> – Office of Senator John Velis ( <i>designee of the Senator</i> )	X
10	<b>Tom Lyons</b> – Board of Trustees of the Chelsea Soldiers' Home	X
11	<b>Bridget Plouffe</b> – Office of Representative Cassidy ( <i>designee of the Representative</i> )	X

\* (X) Voted in favor; (O) Opposed; (A) Abstained from vote; (-) Absent from meeting or during vote

## Proceedings

Assistant Secretary Shark called the meeting of the Veteran Advocate Nominating Committee to order at 1:05 pm. He noted that all votes taken during the meeting would be conducted via roll call vote.

Assistant Secretary Shark summarized that at the last meeting, the Committee voted to form a preliminary screening subcommittee consisting of himself, Mr. Fratolillo, Mr. Lyons, Mr. Dockter (on behalf of Secretary Santiago), with support from a Human Resources Division (HRD) employee.

Assistant Secretary Shark noted that the candidate pool represented some diversity, but not a lot. He suggested that the subcommittee move forward to screen the current candidates and flagged that it would be nice to identify individuals from more diverse backgrounds.

Assistant Secretary Shark declared that for the remainder of the meeting, the preliminary screening committee will enter executive session per Executive Session Purpose #8 to conduct an initial screening of the 29 Veteran Advocate applicants as doing so in an open session will have a detrimental effect on obtaining qualified applicants. He noted that the meeting will adjourn from executive session and the Committee will not reconvene afterwards.

**Vote 1 to approve preliminary screening committee to enter Executive Session:** Assistant Secretary Shark called for a vote for the preliminary screening committee to enter executive session. Mr. Lyons introduced the motion, which was seconded by Mr. Dockter and approved by roll-call vote (see detailed record of votes above).

Assistant Secretary Shark introduced David Olsen, HR Operations Director at HRD as the representative from HRD on the subcommittee.

Assistant Secretary Shark noted that should members have any questions, they should feel free to reach out to Committee Staff. He also noted that the meeting will now enter Executive Session with the preliminary screening subcommittee and that subcommittee members should enter a separate Zoom meeting, that will be closed to the public, which was sent to them via email by Committee staff.

The preliminary screening committee entered Executive Session at 1:10PM and adjourned at 2:00PM