

Veteran Advocate Nominating Committee

Meeting Minutes

June 28, 2023

4:30 - 5:00 pm

Date of meeting: Wednesday June 28, 2023

Start time: 4:30 pm

End time: 5:00 pm

Location: Virtual Meeting (Zoom)

Members participating remotely		Vote 1*	Vote 2
1	Daniel Shark (<i>chair</i>) – Executive Office of Health and Human Services (EOHHS)	X	X
2	Sean Collins – Board of Trustees of the Holyoke Soldiers' Home	X	X
3	Brooke Doyle – Department of Mental Health (DMH)	X	X
4	Jeffrey Farnsworth – Executive Office of Public Safety and Security (EOPSS)	X	X
5	James C. Fratolillo – American Legion	X	X
6	Gary W. Keefe – Mass. National Guard	-	-
7	Bill LeBeau – Veterans of Foreign Wars (VFW)	-	-
8	Caitlyn Letourneau – Office of Senator John Velis (<i>designee of the Senator</i>)	X	X
9	Tom Lyons – Board of Trustees of the Chelsea Soldiers' Home	X	X
10	Erik Mayberg – Executive Office of Veterans' Services (EOVS) (<i>designee of Secretary Santiago</i>)	X	X
11	Grace Picariello – Office of Representative Gerard Cassidy (<i>designee of the Representative</i>)	X	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 4:30 pm. He welcomed members and introduced the Committee's newest member, Erik Mayberg, who was attending as Secretary Santiago's designee. Assistant Secretary Shark noted that all votes taken during the meeting would be conducted via roll call.

Vote 1 to approve the 6/14/2023 minutes: Assistant Secretary Shark requested a motion to approve the minutes from the Committee's previous meeting on June 14, 2023. Mr. Lyons introduced the motion, which was seconded by General Collins and approved by roll-call vote (see detailed record of votes above).

Assistant Secretary Shark stated that he had consulted with EOHHS legal staff on the possibility of recording interviews and potentially deliberating during executive session. EOHHS legal staff confirmed that the Committee would not be permitted to record interviews and all interviews, deliberations, and votes by the Committee would have to be conducted in open session, not in executive session. He stated that the Open Meeting Law would not allow for deliberations conducted for the explicit purpose of evaluating the professional competency of an individual to occur in executive session.

Assistant Secretary Shark explained that during the previous Committee meeting, members had provided feedback on draft questions for the second round of interviews. He noted that Committee staff incorporated members' suggestions into an updated draft, which was shared with the Committee in advance of the meeting. For additional details on the interview questions, refer to the meeting materials on the [Committee's webpage](#).

Assistant Secretary facilitated a discussion of the draft second-round interview questions. There appeared to be alignment on the wording of the questions. Members supported the interview questions being shared with candidates in advance of their interviews. Additionally, members proposed that each candidate be required to submit a writing sample as part of the interview process. Members also suggested that the candidates be reminded of the timeline and selection process, which includes the Attorney General, State Auditor, and Governor, who are responsible for appointing the Veteran Advocate by a majority vote.

In closing, Assistant Secretary Shark thanked members and noted that second-round interviews would be scheduled for the following week.

Vote 2 to adjourn:

Assistant Secretary Shark requested a motion to adjourn. Mr. Lyons introduced the motion, which was seconded by General Collins and approved by roll-call vote (see detailed record of votes above).

The meeting was adjourned at 5:00pm.

Meeting Materials

1. Draft 6/14/2023 Meeting Minutes
2. Draft Second-round Interview Questions