



EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES
COMMONWEALTH OF MASSACHUSETTS
ONE ASHBURTON PLACE, BOSTON, MA 02108
(617) 573-1600

MAURA T. HEALEY
GOVERNOR

KATHLEEN E. WALSH
SECRETARY

KIMBERLEY DRISCOLL
LIEUTENANT GOVERNOR

July XX, 2023

Maura T. Healey, Governor
State House, Rm 280
Boston, MA, 02133

Andrea Campbell, Attorney General
1 Ashburton Place, 20th floor
Boston, MA 02133

Diana DiZoglio, Auditor
State House, Rm 230
Boston, MA 02133

RE: Office of the Veteran Advocate Nominations

Dear Governor Healey, Attorney General Campbell, and Auditor DiZoglio,

Pursuant to Chapter 144 of the Acts of 2022, the Office of the Veteran Advocate Nominating Committee ("Committee") is pleased to recommend the following three candidates and salary recommendation for your consideration to become the Veteran Advocate:

1. **Glen Hevy** – Currently serving as Deputy Superintendent of Veterans' Home in Holyoke.
2. **Robert Notch** – Currently serving as President of the Greater Boston Veterans Collaborative.
3. **Susan Kane** – Currently serving as Regional Director of the South Region for the MA Department of Conservation and Recreation.

For all three candidates, we recommend an annual salary of **\$165,000**. The recommended salary is commensurate with the candidates' experience and other similar state positions.

Please find attached the resumes and contact information for the three nominees. We have also attached a summary of the Committee's activities, pursuant to Chapter 144 of the Acts of 2022. For more details regarding the Committee's activities and meeting minutes please visit our website at www.mass.gov/office-of-the-veteran-advocate-nominating-committee.

On behalf of the Committee, please let me know if we can be of further assistance.

Sincerely,

Daniel Shark

Assistant Secretary for Administration and Finance, Executive Office of Health and Human Services
Chair, Office of the Veteran Advocate Nominating Committee, serving as the designee of Secretary
Kathleen E. Walsh

Cc: Secretary Kathleen E. Walsh

April English, Chief Secretary, Office of the Governor

Abigail Taylor, Deputy Attorney General, Office of the Attorney General

Tyler Carlton-Kelley, Director of Intergovernmental Affairs, Office of the State Auditor

Office of the Veteran Advocate Nominating Committee Charge

Legal Authority: Chapter 144 of the Acts of 2022

Statute:

The office of the veteran advocate shall be under the direction of the veteran advocate. The veteran advocate shall be the administrative head of the office and shall devote full time to the duties of the office. The veteran advocate shall be appointed by a majority vote of the attorney general, the state auditor and the governor from a list of 3 nominees submitted by a nominating committee to recommend a veteran advocate. The nominating committee shall consist of:

- the secretary of health and human services, or a designee, who shall serve as chair;
- the secretary of veterans' services, or a designee;
- the secretary of public safety, or a designee;
- the commissioner of mental health, or a designee;
- the house and senate chairs of the joint committee on veterans and federal affairs;
- the adjutant general of the Massachusetts national guard;
- a representative of the veterans of foreign wars department of Massachusetts;
- a representative of the American legion department of Massachusetts;
- the chair of the board of trustees of the veterans' home in the city of Chelsea;
- and the chair of the board of trustees of the veterans' home in the city of Holyoke.

The nominating committee shall submit salary recommendations for the candidates commensurate with the candidates' experience and other similar state positions. The work of the nominating committee shall be coordinated by the executive office of health and human services.

Any person appointed to the position of veteran advocate shall be selected without regard to political affiliation and on the basis of integrity and demonstrated ability in veteran welfare, justice, auditing, law, health care, management analysis, public administration and investigation or criminal justice administration. The veteran advocate may, subject to appropriation, appoint such other personnel as the veteran advocate deems necessary for the efficient management of the office.

Office of the Veteran Advocate Nominating Committee Membership

Committee Chairperson

- Daniel Shark, Assistant Secretary for Administration and Finance, Executive Office of Health and Human Services, designee of Secretary Kathleen E. Walsh

Members

- Bill LeBeau, Adjutant, Veterans of Foreign Wars Department of Massachusetts
- Brooke Doyle, Commissioner, Department of Mental Health
- Gary W. Keefe, Adjutant General, Massachusetts National Guard
- Gerard Cassidy, House Chair, Joint Committee on Veterans and Federal Affairs
- James Fratolillo, American Legion Department of Massachusetts
- Jeff Farnsworth, Senior Advisor for Law Enforcement, Executive Office of Public Safety and Security
- John Velis, Senate Chair, Joint Committee on Veterans and Federal Affairs
- Jon Santiago, Secretary, Executive Office of Veterans' Services
- Sean Collins, Chair, Board of Trustees of Veterans' Home in Holyoke
- Tom Lyons, Chair, Board of Trustees of Veterans' Home in Chelsea

Summary of Activities of the Office of the Veteran Advocate Nominating Committee

February – March 2023

- February 21, 2023: Review of the Committee's charges, enabling legislation, and the Commonwealth's conflict of interest laws, ethics regulations, and open meeting law
- February 28, 2023 – March 9, 2023: Development of Veteran Advocate job description
- March 22, 2023: Veteran Advocate job description posted on MassCareers. The priority application deadline was noted as April 21, 2023. Committee members disseminated the job description among Veterans' networks.

April 2023

- April 13, 2023: Aligned to form a preliminary screening subcommittee of less than a quorum of members to conduct a preliminary screening of candidates in executive session. Discussion of interview questions.
- April 21, 2023: Application deadline. 29 applications were received
- April 27, 2023: Formation of preliminary screening subcommittee, consisting of Emmanuel Dockter (*designee of Secretary Santiago*), James Fratolillo, Tom Lyons, and Daniel Shark. Finalization of questions for subcommittee interviews.

May 2023

- May 4, 2023: Preliminary screening subcommittee conducts screening of the 29 resumes received in executive session and narrows down to 7 candidates to offer first-round interviews
- May 17 & May 19, 2023: Preliminary screening subcommittee conducts first-round interviews with 7 candidates in executive session
- May 24, 2023: Preliminary screening subcommittee votes to advance 4 candidates as finalists to the full committee for consideration

June 2023

- June 1, 2023: Committee discusses the 4 finalists
- June 5 & June 7, 2023: Preliminary screening subcommittee considers 7 applicants that applied after the priority deadline, conducts 2 first-round interviews, and votes to advance 1 candidate as a finalist to the full committee for consideration
- June 14, 2023: Committee discusses the 5 finalists and the second-round interview process
- June 28, 2023: Committee aligns second-round interview questions and structure. Writing samples from the 5 finalists requested

July 2023

- July 3, 2023: Writing samples from finalists received
- July 5, 2023: Committee conducts second-round interviews with finalist candidates in open session.
- July 17, 2023: Committee discusses interviews and narrows down to 3 nominees
- July 25, 2023: Committee votes on 3 nominees and salary recommendations