

WESTERN COVENTRY FIRE DISTRICT
1110 Victory Highway, Greene, Rhode Island 02827
Phone (401) 397-7520, Fax (401) 397-1084, www.wcfd.net
Chief's Selection Committee
Meeting to take place at the Greene Public Library
Monday August 19, 2024, 6:30 pm

OFFICIAL MINUTES
(Agenda Posted August 13, 2024)
Minutes posted August 26, 2024

Members Present:

W.C.S. Mays III

Jillian Winemiller

Bob Hevey

John Humble

Glenn Underwood

Bob Guastini

Elizabeth McDonald

Excused:

Mariann Gardener (clerk)

Chuck Smith

1. Call to Order and Attendance. (Chairman Mays)

Mr. Mays called the meeting to order at 6:36 pm

2. Emergency evacuation procedure announcement.

Mr. Mays announced the emergency evacuation procedure

3. Confirmation of required meeting posting and quorum.

Mr. Mays confirmed the meeting was posted in all physical locations and the SOS site. A quorum is present.

4. Acceptance of Minutes of 7/22/2024 meeting. *

A motion is made by Bob Guastini and second by Bob Hevey to accept the minutes of the July 22, 2024 Chief's Committee meeting.

All in Favor. All voted Aye

W.C.S. Mays III Aye

Bob Hevey Aye

John Humble Aye

Glenn Underwood	Aye
Jillian Winemiller	Aye
Elizabeth McDonald	Aye
Robert Guastini	Aye

5. *Review of Board of Director's expectations and/or guidance for Selection Committee*

The board liked the compensation package concept and wanted the committee to prepare a complete package for the board.

6. *Preliminary review of screened applications. Consideration of possible extension of application submission date.*

The members were provided the screening matrix, and the complete application packages were emailed today. After discussion five of the six candidates were selected to be interviewed, and the application submission date will not be extended.

7. *Review and development of Candidate Interview Questions.* *

Committee members to review updated questions that include Bob and Jillian's additions that were emailed to the members today for the next meeting. The members should determine which questions they would be interested in asking and to think about follow up questions based upon the applications and possible answers to the initial questions.

8. *Fine tuning of resume review and candidate interview schedules.*

Candidates meeting the established criteria will be invited to be interviewed tentatively commencing September 7th after 1PM & September 9th after 5PM at the Greene Library.

9. *Review of compensation proposal for Board of Director's consideration.* *

See #5 above.

10. *Open Forum.*

None

11. *Schedule continuation session or next meeting.*

The next Chief's Committee meeting is scheduled for August 26 at 6:30 pm.

12. *Recess or Adjourn.* *

A motion is made by Bob Guastini and second by Bob Hevey to adjourn the meeting at 8:21 pm

All in Favor. All voted Aye
W.C.S. Mays III Aye

Bob Hevey	Aye
John Humble	Aye
Glenn Underwood	Aye
Jillian Winemiller	Aye
Elizabeth McDonald	Aye
Robert Guastini	Aye

Committee Members:

Bob Hevey, W.C.S.Mays,III, Jillian Winemiller, Liz McDonald, John Humble, Bob Guastini, Glenn Underwood, Chuck Smith,.