

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 26, 2024, 6:30 pm
UNOFFICIAL MINUTES
(Agenda Posted August 21, 2024)
Minutes posted September 11, 2024

Members Present:

W.C.S. Mays III	Mariann Gardener (clerk)
Jillian Winemiller	
Bob Hevey	
John Humble	
Chuck Smith	<i>Excused:</i>
Bob Guastini	Glenn Underwood
Elizabeth McDonald	

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

Mr. Mays called the meeting to order at 6:40 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 8/12/2024 work session and 8/19/2024 meeting minutes. *

A motion is made by Mr. Guastini and second by Mr. Smith to accept the August 12 Work Session Minutes and the August 19 meeting minutes.

All in Favor. All voted Aye

W.C.S. Mays III	Aye
Bob Hevey	Aye

John Humble	Aye
Chuck Smith	Aye
Jillian Winemiller	Aye
Elizabeth McDonald	Aye
Robert Guastini	Aye

5. *Review of Board of Director's updated guidance (if any) for Selection Committee*

None noted.

6. *Follow-up review of screened applications. Review stragglers if appropriate.*

An additional application was received by the clerk with a post mark of 8/14/24 which was within the established time. This was the seventh application received. This application was submitted by the clerk to the review group. After review of credentials, five of the seven candidates met the established criteria and were selected to be interviewed. Dates for interviews are noted in item 8.

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

The Candidate Interview Questions were reviewed and some adjustments were discussed and agreed upon. The updated version will be presented to the committee and Chairman Mays will assign questions to each committee member in advance of the planned interviews.

8. *Fine tuning of Chief candidate interview schedules.*

Candidates meeting the established criteria will be invited to an interview meeting commencing September 9th at 6 pm and then continued on September 11th at 6 PM at the Greene Library. Any candidate unable to meet either date will be scheduled at an alternate agreed time.

9. *Discussion and review of compensation proposal for Board of Director's consideration.**

Options for compensation and an incentive or bonus system were discussed. The committee will work on this proposal further to quantify goals and present it to the BOD for their consideration and approval.

10. *Open Forum.*

None

11. *Schedule continuation session or meeting.*

An interview meeting is scheduled for September 9th at 6 pm and then will continue to September 11th at 6 PM at the Greene Library.

A Chief's Committee meeting is also scheduled for September 23 at 6:30 pm. This meeting is only to discuss compensation and all members are to bring suggested changes to the draft compensation package emailed on 8/25 that was also passed out on 8/26.

12. Recess or Adjourn. *

A motion is made by Mr. Humble and second by Ms. Winemiller to adjourn the meeting at 9:42 pm

All in Favor. All voted Aye

W.C.S. Mays III Aye

Bob Hevey Aye

John Humble Aye

Chuck Smith 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,.