

**Town of Belmont
Fire Chief Screening Committee
Wednesday, January 6, 2021
REMOTE MEETING
6:00PM
Open Session Minutes**

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: January 11, 2021
TIME: 10:08 AM

Call to Order

A meeting of the Fire Chief Screening Committee was called to order at 6:02PM on Wednesday, January 6, 2021 by Committee Chair Dan Halston. Committee Members Patrice Garvin, Kathy Keohane, Ralph Jones, Chao Lai, and Stacey Zawell were present. John Sullivan joined at 6:06 pm.

Also present: Brian Duggan, MRI Consultant, Shawna Healey Acting HR Director, and Bob Loomer, MRI Consultant

Minutes to Review

The committee decided to review updated minutes at the next meeting on Saturday January 9, 2021.

Review of Process

The next step of the process to interview a group of candidates in executive session and then make a recommendation to the Board. The meeting with the Board is not scheduled yet. Tonight the Committee will develop interview questions based on its review of the candidate resumes and applications and input from MRI.

Executive Session

Mr. Sullivan moved to go into executive session at 6:08 not to return to open session. Seconded by Ms. Keohane. Vote 7-0-0.

Respectfully Submitted,

Shawna Healey
Acting HR Director
Voted and Approved 1-9-21