

FIRE & EMS ADVISORY COMMITTEE REGULAR MEETING AGENDA

Date: 7/02/2014

Time: 7 PM to 9 PM

Location: Fire Station, 2nd Floor Training Rm 20 Church Street, Upton, MA

1.0 ROLL CALL OF COMMITTEE MEMBERS

Name	Position	Attendance	
Aaron Goodale	Chief	Present	Absent
D. Lazarz	Paid Call Fire Representative	Present	Absent
K. Stoopack	Paid Call EMS Representative	Present	Absent
Shaun Marchand	Career Fire/EMS Representative	Present	Absent
Jerry Owczarzak	Citizen Representative	Present	Absent

OTHER ATTENDEES:

RECEIVED

By Kelly A McElreath at 10:31 am, Jun 30, 2014

2.0 REVIEW OF MEETING MINUTES

MOTION TO ACCEPT/MOTION TO MODIFY

3.0 DEPARTMENT CANDIDATE INTERVIEWS (Committee will enter into Executive Session per MGL Chapter 30A, Sections 18 to 25 for agenda items 3.1 and 3.2):

3.1 Conduct final draft review of interview questions and interview resource materials.

3.2 Identify and review the framework/process interview/assessment center for new FF/Paramedics.

4.0 REVIEW CURRENT COMMITTEE PROJECTS/ACTION ITEMS:

4.1 Conduct final redline review & comments Compensation Study Report.

5.0 REVIEW POLICIES, PROCEDURES, JOB DESCRIPTIONS:

5.1 Conduct initial review and comments to first draft of new Compensation & Participation Administrative Procedure.

6.0 REPORT FROM STANDING SUB-COMMITTEE(S):

- RECRUITMENT & RETENTION

6.1 Review first draft of Sub-Committee Charge Sheet

- TRAINING

6.2 Discuss and develop objectives for a Sub-Committee Charge Sheet

- SERVICE PLAN/STRATEGIC PLANNING

6.3 Review first draft of Sub-Committee Charge Sheet

- PROFESSIONAL DEVELOPMENT

6.4 Review first draft of Sub-Committee Charge Sheet

7.0 **CHIEF'S REPORT:**

- UPDATE ON QUINT/TOWER 36 SUMMARY/TIMELINE
- SUMMARY OF MONTHLY FIRE & EMS SERVICE DELIVERY
- SUMMARY OF MONTHLY STAFF PARTICIPATION – REVIEW IaR Reports