



## PRUDENTIAL COMMITTEE FIRE DISTRICT #2

20 Woodbridge Street, South Hadley, MA 01075  
Tel: (413) 534-5748 - Fax: (413) 517-6054

### Minutes of February 12, 2024

Convened: 5:30 p.m.

Adjourned 6:00 p.m.

#### Present

Prudential Committee Chair: Kenneth LeBlanc

Members: Robert Bak

John Moriarty

Fire Chief: Todd Calkins

Others Present: Linda Young

Meeting called to order by Chairman LeBlanc. It was announced that the meeting is being recorded.

#### PC Chair Discussion Items

J. Moriarty stated that he has three weeks left in his term but he feels his being on the board is hindering the process in regards to the Fire Chief position. He is resigning his position on the Prudential Board, effective immediately. He stated that he doesn't want the District to have any problems legally during the Chief selection process. He submitted his letter of resignation, stating that he enjoyed working with the other two members. K. LeBlanc thanked him for his time and said they appreciated his perspective during discussions.

#### Fire Chief Position

K. LeBlanc stated they have two applications for the internal posting of the Fire Chief/Ambulance Director position. The two applicants are Asst. Chief John Moriarty and Cpt. Ryan Moore. Both applications were received on or before January 31<sup>st</sup>, meeting the deadline requirement. Tonight, they will begin the process for reviewing both applications and the next steps. K. LeBlanc's recommendation at this point is to consider whether or not to hire an assessment center. It has been recommended that Russ Anderson would be the person to talk to.

R. Bak made a motion to look into hiring a company for an assessment of the chief position moving forward for candidates. K. LeBlanc second. The motion passed unanimously.

J. Moriarty said he thinks they may need to rescind the current job posting and repost with the assessment center steps added to the posting. He said all the other job postings he's seen, had the multiple steps to follow. K. LeBlanc said he will look into it.

K. LeBlanc recommends both PC members write out their list of questions, independent of each other. So they will know what they want to present to the assessment center. Also, the Chief should provide a written agenda of how the transition will occur.

Chief Calkins stated there are several different ways to do an assessment center. That's why he thinks retired Chief Anderson is the person to go to, as he has been doing them for a long time. Chief Calkins stated, he sat on three assessment centers in 2023 as a score keeper. There is usually a fire problem, a public relations problem and a series of questions which can come from the board and or the people doing the assessment center and there will likely be a disgruntled employee problem. J. Moriarty added that there would be an oral interview. K. LeBlanc asked the time frame for the assessment. Chief Calkins said he did one recently for four candidates which took less than four hours. J. Moriarty said he did one in Granby for six candidates which took 3 hours. The assessment people will provide their best recommendation to the PC. L. Young commented that J. Moriarty should not be present. J. Moriarty replied that it is an open meeting, and asked where the line is drawn. L. Young said in fairness to the other candidate he should not be here. J. Moriarty said it had been good serving with the other PC members and left the meeting. Chief Calkins said after the assessment center has provided their recommendations the PC can then have their own oral interview if the wish.

R. Bak made a motion to contact Russ Anderson as our Assessment Center individual and gather costs that would be incurred moving forward. K LeBlanc second. Motion passed unanimously.

R. Bak asked if they were comfortable with two candidates or do they want to expand the search. K. LeBlanc said time is a concern especially with the possibility of Chief Calkins being out for a knee surgery. K. LeBlanc asked L. Young if she had any thoughts. L. Young asked why they were considering doing the assessment. K. LeBlanc responded that there are two strong candidates who both bring different things to the table and in all fairness, they need to look at everything. L. Young asked if an interview process wouldn't be sufficient for them to make the determination. K. LeBlanc said it is difficult to separate themselves from the relationship the PC has with J. Moriarty after working together on the PC for two years and knowing the other candidate personally, he feels it will best serve the District to use the assessment center. He further stated that he does not feel they need to go beyond the internal posting. Chief Calkins spoke to the benefits of the assessment center in providing an overall picture of many different aspects of each person.

The next Prudential Committee meeting will be Thursday, March 14, 2024 at 5:30 p.m.

Respectfully submitted,

Barbara Miller, Treasurer

Minutes approved \_\_\_\_\_