



TRI-TOWN AMBULANCE

West Tisbury • Chilmark • Aquinnah

November 10, 2015

Chilmark Board of Selectmen
1 Menemsha Crossroad
Chilmark, MA 02535

To: The Honorable Board of Selectmen
From: Tri-Town Ambulance Committee
Re: Appointment Recommendation

Dear Board Members:

On September 1, 2015 Tim Carroll shared a draft copy of Chief position advertisement, goals and objectives, as well as copy of current job description to Tri-Town Ambulance Committee for review. At the September 9th TTAC meeting the members of TTAC agreed to move forward and have the advertisement for Chief position posted in local media outlets. The job posting ran for approximately one month with applications being accepted through October 16, 2015.

During the September 9th meeting TTAC members also agreed upon Screening Committee members. The Screening Committee was comprised of the following individuals: Dr. Karen Casper, Jim Newman, Adam Wilson, Simon Bollin, Jonathan Mayhew and Cynthia Mitchell. Benjamin Retmier was the single applicant for the position. His application was received on October 16, 2015.

The interview schedule was set to occur between the dates of October 26-29th and Acting Chief Retmier was interviewed on Wednesday October 28th.

The interview consisted of a written assignment that was completed by Benjamin Retmier prior to the interview being conducted. In addition, multiple questions were presented to the applicant, Benjamin Retmier, by the screening committee. Lastly, the screening committee received letters of support for Benjamin Retmier's candidacy from Chief Rossi, Dr. Casper and Adam Wilson – on behalf of Tri-Town Ambulance Staff.

Tri-Town Ambulance Committee respectfully recommends that Benjamin Retmier be appointed as Chief for Tri-Town Ambulance starting at Grade 11 Step 3.

Thank you for your consideration.

