

**WHITEWATER TOWNSHIP BOARD**  
**Agenda for Special Meeting on Monday, April 9, 2018**  
**6:00 p.m. at the Whitewater Township Hall**  
**5777 Vinton Road, Williamsburg, MI 49690**  
**Phone 231-267-5141/Fax 231-267-9020**

*At this time, the Board invites everyone to silence their electronic devices.*

A. Call to Order

B. Roll Call of Board Members

C. Set/Adjust Meeting Agenda

D. Declaration of Conflict of Interest

E. Public Comment

Any person shall be permitted to address a meeting of the township board. Public comment shall be carried out in accordance with following board rules and procedures:

1. Comments shall be directed to the board, with questions directed to the chair.
2. Any person wishing to address the board shall speak from the lectern and state his or her name and address.
3. Persons may address the board on matters that are relevant to township government issues.
4. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer board members' questions. The chair shall control the amount of time each person shall be allowed to speak, which shall not exceed five (5) minutes.

F. Agenda Items as Listed in Special Meeting Notice

1. Interview – Janis “John” Smits – Fire Chief Position

G. Board Comments/Discussion

H. Public Comment

I. Adjournment

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities who are planning to attend. Contact the township clerk at 231-267-5141 or the TDD at 800-649-3777.

## **Cheryl A. Goss**

---

**From:** Janis Smits <janissmits60@gmail.com>  
**Sent:** Wednesday, February 07, 2018 12:26 PM  
**To:** Cheryl A. Goss  
**Subject:** Fire Chief Position  
**Attachments:** CV & Resume - Fire Chief - Janis Smits - Whitewater Twp, MI.pdf

Ms. Goss:

Attached you will find my cover letter and resume for the Fire Chief position for your Township. Please let me know that you received them in good order.

Regarding the salary requirements, I think that the competitive range in your area is around \$55,000 to 65,000. As usual, that can be negotiated.

If you have any questions at all, please feel free to email me at this address, or you can call me at anytime at (269) 665-8050.

Sincerely,

Janis "John" Smits

7 February 2018

7289 Hunters Ridge Drive  
Kalamazoo, MI 49009

Whitewater Township  
Attn: Ms. Cheryl A. Goss, Clerk  
5777 Vinton Road  
Williamsburg, MI 49690

Dear Clerk Goss:

Please consider me for the position of Fire Chief that you advertised on the MTA website.

The position is one which I am most qualified for with my strong experience, education and training, and would definitely benefit all of the stakeholders of Whitewater Township and its Fire Department. I have vast experience in dealing with budgeting under the toughest of economic times and in growing townships that were dealing with shrinking revenues and trying to continue to deliver quality services where the demands are increasing. I have worked very closely with elected officials, civic leaders, business leaders and residents of the communities that I have served.

My positions as fire chief and assistant fire chief have been with combination career, part-time and on-call departments, where being a "hands-on" chief was very essential. I have always had an open-door policy which I feel allows for the interaction with all personnel and was crucial to providing a good flow of communication, allowing for quick access to information and developing close working relationships.

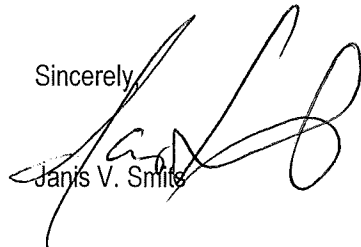
I consider myself a progressive, forward thinking leader, a change agent, with extremely high ethics and integrity and am always looking for more proficient, efficient and cost-effective ways of providing fire and EMS services, and at the same time continuously looking to improve those services.

Both of the Townships that I served were rapidly developing communities, so I have excellent knowledge in urban, suburban and rural operations, as well as working very closely with all neighboring departments in a mutual aid capacity and utilizing automatic aid and the MABAS system in dealing with equipment and manpower shortages.

Throughout my career, I have continued to strive to improve myself by attending conferences, seminars and classes, including the National Fire Academy in Emmitsburg, Maryland. Therefore, I will attain any necessary training that the Township may require for this position.

I look forward for the opportunity to meet with you and to discuss my qualifications. I know with my strong leadership, experience, training, education, fiscal responsibility, communications skills, people skills and a common sense approach that I will make an excellent Fire Chief for your Department.

Sincerely,



Janis V. Smits

# Janis "John" V. Smits

7289 Hunters Ridge Drive  
Kalamazoo, MI 49009  
Phone (269) 665-8050  
Email: janissmits60@gmail.com

## QUALIFICATIONS:

With over 28-years of police/fire/EMS experience with expertise in leadership, administration, management, budgeting, personnel, policy development and private security operations.

## EXPERIENCE:

### **SITE SECURITY SUPERVISOR- OPERATIONS SPECIALIST**

Guardian Guards, Southfield, MI

June 2015 – Present

- Supervise 14 personnel for security/fire/EMS operations of high value target sites such as Stryker Instruments
- Provide indirect supervision of three other sites in the Kalamazoo area for security operations
- Provide oversight of scheduling, payroll, personnel management, hiring and training
- Monitor CCTV and fire/burglar alarm systems

### **SECURITY OFFICER/SHIFT SUPERVISOR**

Securitas Security USA, Kalamazoo, MI

March 2012 – June 2015

- Conduct mobile and foot patrols of high-value target sites for Pfizer and Zoetis Corporations
- Monitor CCTV and alarm systems
- Supervised a shift

### **FIRE CHIEF**

Penn Township Fire Department, Mishawaka, IN

March 2005 – August 2007

- Led a staff of 50 paid/part-time and paid on-call firefighter/paramedics
- Managed an area of 64 square miles, 22,000 population, 4-fire stations, 1300-fire/EMS/Haz-Mat calls annually, \$1.2 million budget
- Oversaw construction of a new \$2.5 million fire station project
- Completed merger of two separate fire departments into one
- Implemented a rigorous firefighter recruitment/development program
- Secured Assistance to Firefighters Grant (AFG) for the purchase of new firefighting gear

### **ACTING FIRE CHIEF/ASSISTANT CHIEF/CAPTAIN/LIEUTENANT/FIREFIGHTER**

Texas Township Fire Department, Kalamazoo, MI

January 1979 – March 2005

- Served in Acting Fire Chief capacity on two separate occasions in the absence of the Fire Chief

- Led a staff of 30 paid/part-time/paid on-call firefighter/Emergency Medical Technicians (EMT)
- Managed a service area of 36 square miles, population of 13,000, one centrally located fire station, 500 calls annually, \$500,000 budget
- Oversaw vehicle maintenance of fire apparatus and equipment
- Assisted with implementation of countywide Haz-Mat Team and served on the Executive Committee

## **PUBLIC SAFETY OFFICER**

Kalamazoo, MI

March 1987 – March 2005

- Served as a fully cross-trained police/fire/EMS officer in the largest fully consolidated Public Safety Department in the country
- Population of 75,000, 34 square miles, 6000 calls for service annually, 6 fire stations
- Instructed in the in-house fire academy
- Conducted building and life safety inspections
- Selected as Field Training Officer and trained 19 new recruits

## **EDUCATION**

Master of Public Administration Degree, Western Michigan University,  
Kalamazoo, MI 1999

Bachelor of Science Degree in Public Administration, Western Michigan University  
December 1984

Associate of Applied Science Degree, Kellogg Community College  
Battle Creek, MI 1983

## **PROFESSIONAL DEVELOPMENT**

Firefighter I & II

Fire Officer, I, II and III

National Incident Management System 100,200,300,400,700 & 800

Certified Fire Instructor

Certified Fire Inspector

Haz-Mat Awareness Operations Level Training & Instructor

Emergency Medical Technician Certification program

## **MEMBERSHIPS**

International Fire Chiefs Association

Kalamazoo County Fire Chiefs Association

Michigan Fire Chiefs Association

Kalamazoo County Firefighters Association