

WHITEWATER TOWNSHIP BOARD
Agenda for Special Meeting on Thursday, April 12, 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 – Keith O’Neil - 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.

Whitewater Township Hiring Committee,

My name is Keith Paul O'Neil, I am currently a Captain / Fire Training Officer within Cedar Area Fire & Rescue's organization. I have been married for twenty-six years with three wonderful children (Emily 25, Thomas 22, & Elizabeth 15). I currently reside in Centerville Township at 4904 S. Manor Drive, Leelanau County.

I started my fire career in 1995, working as a paid-on-call firefighter until April 2013 when I became a full-time firefighter; which gives me 22 years of firefighting service. I have held every prehospital EMS license available, which I have been involved in EMS for 21 years total, 15 years as a Paramedic and 8 years as a Paramedic Instructor Coordinator.

I want to inform Whitewater Township's hiring committee, that I Keith Paul O'Neil am interested in the Fire Chief's position, and I have attached my resume for your review.

Regarding your salary requirements, I would like to have an open discussion regarding salary and benefits if possible. To have a better understanding of your benefit package, allows me to gage my salary needs. I currently make approximately \$58,000.00 as a Captain, with decent benefits. Most Chief positions in this area start out between \$60k - \$65k per year.

Thank you for your time!

Keith O'Neil, Captain

Cedar Area Fire & Rescue

Keith Paul O'Neil

4904 South Manor Dr. Cedar MI 49621 Cell: 231-835-1106

Work Experience:

Cedar Area Fire & Rescue

- Full-time March 16, 2017 – Present
- Part-time / Paid on Call hire date May 2014
- Captain Firefighter / Paramedic – respond to 911 calls within Solon / Centerville / Cleveland / Kasson Townships, and other townships when mutual-aid is requested. As a Captain, I am involved with supervising & disciplining members, scheduling daily work assignments, review fire reports, SOP review & updates, assignment of task for crew members, facilitate meetings to increase revenues, attend fire board meetings, budget meeting workshops, community outreach, facilitate fire equipment being serviced.
- **Captain / Fire Training Officer (January 2016 – Present)** – schedule & coordinate fire training for 17 members, to follow CAFR training SOP & the State of Michigan Part 74 Firefighters training requirements. This training involves on-line, didactic, practical, and scheduling guest instructors. I also track CAFR new employees training making sure they are keeping up with CAFR Training Manual; then I report to the chief on their progression, and supported the findings with documentation. I track all 17 members training, and make sure all training records are filed appropriately.
- Paramedic Instructor Coordinator, May 2017 I wrote and manage Cedar Area Fire & Rescue EMS Continuing Education Sponsorship, and perform all EMS CEs within the department.
- AHA BLS Instructor

North Flight Ambulance

- Hired June 2017
- Part-time Paramedic with Level of Function via NW Regional Medical Control Authority

Leland Township Fire & Rescue:

- Fulltime April 2013 – April 2017
- Firefighter / Paramedic – respond to all 911 calls within Leland Township, and other townships when mutual-aid is requested. I have been Incident Command on structure fires / motor vehicle collision / Lake Michigan water rescue utilizing multiagency involvement. As a Paramedic, I also take all responsibility over patient care when working with lower licensed medical providers on all EMS calls. I am also involved with completing station duties, and other task assigned by the chief.

Keith Paul O'Neil

4904 South Manor Dr. Cedar MI 49621 Cell: 231-835-1106

Leland Township Fire & Rescue Continued

- **Fire Training Officer (July 2013 – February 2017)** – schedule & coordinate fire training for 25 members, to follow LTFR training SOP & the State of Michigan Part 74 Firefighters training. This training involves on-line, didactic, practical, and scheduling guest instructors. I also track LTFR new employees training making sure they are keeping up with LTFR Training PQS Manual; then I report to the chief on their progression, and supported the findings with documentation. I track all 25 members training, and make sure all training records are filled appropriately.
- 2015 Firefighter of the Year Award
- Paramedic Instructor Coordinator, July 2013, I obtained LTFR State of Michigan approval to teach EMS Continuing Education within LTFR Department. I then obtained LTFR State approval for an EMS Consortium which allowed Northport EMS (Leelanau Emergency Services) to teach EMS continuing education at their station.

Kalkaska EMS

- August 2013 – December 2015, Pool Paramedic - Full EMS Level of Function
- I worked as a Paramedic covering all 911 and transfer calls within Kalkaska County.

Huron Valley Ambulance

- December 2001 – September 2013, Senior Paramedic
- I worked as a Paramedic that covered 911 calls / transfers / special events
- Senior Paramedic – responsible for training new employees, supervising new employees while they were on your assigned ambulance, reporting any issues or concerns to the Road Supervisor.
- MICU (Mobile Intensive Care Unit) Paramedic – managing critical patients during transfers via IV Pump, Ventilator, IV Drip Medications (Norepinephrine, Propofol, Dopamine Drips, etc.)
- Specialized Teams: HazMAT, Washtenaw County Technical Rescue Team, Bike Team)
- Proctored EMS National Registry Testing (Airway, Static & Dynamic Cardiology, IV Station)

Jackson Community College

- August 2008 – April 2013, EMS Adjunct Instructor
- Taught 7 EMT Basic classes, and 1 MFR class as the Primary Instructor
- Coordinated American Heart Association classes, BLS HCP / Heart Saver / ACLS / PALS
- Assisted with Clinical Instruction for Paramedic students.

Keith Paul O'Neil

4904 South Manor Dr. Cedar MI 49621 Cell: 231-835-1106

Education

- Siena Heights University (6 classes from obtaining a Bachelor Degree in Public Safety Studies)
- Jackson Community College (Paramedic Certificate)
- Kellogg Community College (UMBC CCEMT-P Certificate & Paramedic IC)
- Holiness Christian School (Diploma 1989)

License

- Paramedic # 505798
- Paramedic Instructor Coordinator # 505798

Certificate

- Fire Instructor 1
- Company Officer 1 & 2
- NIMS 100 / 200 / 300 / 400 / 700 / 800
- Firefighter 1 & 2
- HazMat Operations Level

Reference upon request