

SUMMARY REPORT TO MANAGER
for Special City Council Meeting of 09/19/05

SUBJECT: APPOINTMENT TO THE PLANNING COMMISSION

RESOLUTION SUMMARY: This resolution makes an appointment to the Planning Commission

- ITEMS ATTACHED:**
1. Letter of Transmittal
 2. Board Member Summary
 3. Application
 4. Resolution

COUNCIL ACTION:

1. 3/5 vote required to approve.

Selina Tisdale
Community Relations Coordinator

9/15/05



City Hall • 333 West Ellsworth Street • Midland, Michigan 48640-5132 • 989.837.3300 • 989.835.2717 Fax • www.midland-mi.org

September 16, 2005

Honorable Mayor Black and
Midland City Council

Attached please find materials for your consideration when making an appointment to the Planning Commission at your special meeting scheduled for 6:30 p.m. on Monday, September 19.

There are two citizen-at-large vacancies to be filled. One citizen, James Jocks, has applied for a position and plans to attend the interview scheduled for September 19.

Please let me know if you have questions or require further information.

Sincerely,

Selina Crosby Tisdale
City Clerk / Community Relations
989-837-3304

PLANNING COMMISSION

Three-Year Terms

Expire June 30

Sec. 2-95. Composition; appointment.

The commission shall consist of nine (9) members, who shall be appointed by the city council. One (1) person may be a member of the zoning board of appeals and one (1) person may be a member of the city council.

INCUMBENTS:

<u>Name</u>	<u>Address</u>	<u>W Occupation</u>	<u>Home</u>	<u>Telephone Business</u>	<u>Appointed</u>	<u>Term Expires</u>
Gaynor, Scott	4211 Partridge Ln.	3 Chemist -- Dow	837-9774	638-1806	06/01/05	06/30/2008
Eyre, William R.	119 Coventry Ct.	5 Builder	835-1196	205-6469	09/27/04	06/30/2007
Mead, Roger	2117 Terra Dr.	4 Dentist	631-2754	631-6680	05/06/03	06/30/2006
Svenson, Carol A.	2912 Canterbury Dr.	5 Homemaker	835-4381		05/21/01	06/30/2008
Senesac, Ray	1401 Harwood Ct.	4 Retired	832-0086		07/10/95	06/30/2007
Kozakiewicz, Daniel	5002 Foxcroft Dr.	4 Three Rivers	835-3665	631-9726	08/14/00	06/30/2006
Rapanos, Steve	610 E. St. Andrews	5 Sales	413-1474	413-1474	06/01/05	06/30/2008
						06/30/2006

Chairperson

APPLICANTS TO CONSIDER:

<u>Name</u>	<u>Address</u>	<u>W Occupation</u>	<u>Home</u>	<u>Business</u>	<u>Comments</u>
Jocks, James	5104 Goldenwood Dr.	3 Retired			

Sept. 15, 2005
planning comm

PLANNING COMMISSION APPLICATION

SEP - 9 2005

The City of Midland Planning Commission is responsible for overseeing the City's Master Plan, conducting public hearings and offering recommendations to the City Council on a wide range of local land use issues including site plans for new developments, zoning law amendments, and various land divisions. The commission consists of nine members including one person who may be a member of the Zoning Board of Appeals and one person who may be a member of the City Council. Appointed members shall serve a term of three years.

APPLICATION INSTRUCTIONS: This Microsoft Word application may be filled out online using the form fields below, or printed out to your desktop printer and filled out by hand or with a typewriter. If using the online form, simply place your cursor in the first gray square (form field) in the DATE: area below to begin typing, then press the Tab key to go to the next form field. Once filled out completely, save the form to your computer under the file name of your choice, print out the form to your desktop printer, sign it, and return it to the City Manager's Office, 333 W. Ellsworth Street, Midland, MI 48640-5132, or by fax (989-837-5727) to the attention of Kim Reisner.

DATE: September 8, 2005

NAME: James Jocks

ADDRESS: (City, State, Zip) 5107 Goldenwood Dr, Midland, MI 48640

HOME PHONE: _____ WORK PHONE: _____

CITY WARD: 3-2 E-MAIL ADDRESS: _____

OCCUPATION: Retired

EMPLOYER: None

Are you currently a resident of the City of Midland? Yes

In what year did you become a City resident? 1998

The Planning Commission meets regularly on the second and fourth Tuesday of each month at 7 p.m. at City Hall. The Planning Commission's meetings are cablecast on MGTV-5. Meetings are scheduled to be approximately two hours in duration. Other special meetings and training sessions may be conducted throughout the year as necessary.

Are you available to meet at these times? (Mark "X" for Yes or No) Yes No

Are you familiar with the City's Master Plan? (Mark "X" for Yes or No) Yes No

Why are you interested in serving on the Planning Commission?

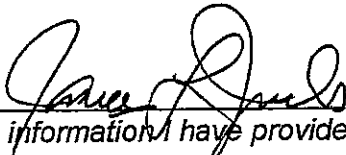
I would like to become more involved in the community. I have been an active member of Kiwanis for three years and my work there has involved me in the community much more than I was the years I worked. My retirement has allowed me to develop an interest the community and its future. I will be the 2005 - 2006 president of Kiwanis and serving in that office will teach me a great deal about Midland and its growth needs.

Why do you feel you are qualified to serve on the Planning Commission?

I have lived in the midland area for the past 30 years even though only living in the city of Midland for the past 7 years. I am an engineer that has worked for Dow Corning for 33 years before retiring in 2004. My job at Dow Corning taught me about making informed decisions and balancing competing needs.

List any other information you feel would be pertinent in assisting the City Council in their selection (you're welcome to attach a resume or list any relevant personal or professional accomplishments). My work at Dow Corning involved, from my earliest years there, managing and balancing the work, desires, and needs of competing departments and individuals. I have included a resume which sums up the positions that I held.

Appointed members are expected to attend all meetings of the commission. A position shall be considered vacant if a member shall miss four (4) consecutive, regular held meetings, or if a member misses more than 25% of the regular meetings scheduled in any fiscal year.

Signature: 

The above information I have provided is accurate. I have read and understand the requirements to serve as a member on the Planning Commission.

NOTE: Unless otherwise indicated, all information included on or attached to your application will become a matter of public record and will be viewable on the City of Midland website as an informational item attached to City Council agendas. If you would like one or more pieces of information – such as a home phone number – removed from the application and/or any accompanying attachments you provide for City Council's consideration, please indicate that below, and those items will be removed before the information is posted to the City's website.

PLEASE REMOVE: phone number and e-mail address.

Please return this form to the City Manager's Office, 333 W. Ellsworth Street, Midland, MI 48640-5132, or by fax 989-837-5727 to the attention of Kim Reisner.

JAMES L. JOCKS
5104 Goldenwood Dr
Midland, Michigan 48640

BACKGROUND SUMMARY

People-oriented manager/supervisor with 19 years' experience leading engineering professionals as well as manufacturing support operations personnel. Proven ability in meeting commitments that maintained plant regulatory requirements and improved efficiency in departments, gaining a reputation for making the tough decisions. Met department budgets and fostered a positive work environment, improving morale of the employees. Known for strong interpersonal skills, problem solving and follow-through in managing projects that led to meeting/exceeding target deadlines and/or goals. Led quality audits for multiple production areas to meet internal auditing requirements for ISO compliance. Computer application experience includes knowledge of SAP, and proficient in Microsoft Office such as Excel, PowerPoint, Word and Access.

PROFESSIONAL EXPERIENCE

DOW CORNING CORPORATION, Midland, MI 1970-2004
World leader in development and sales of silicone materials.

Mechanical Integrity Team Leader

2002-2004

The department's responsibilities included inspecting of equipment, correcting equipment integrity problems, reviewing inspection data, and setting new inspection types and frequencies for equipment. Provided leadership for 4 direct reports and 3 contract employees on the Mechanical Integrity Team. Supervisory responsibility included completion of performance reviews and working to develop career objectives for the direct employees.

- Developed a new plan for inspections by reorganizing the department, which improved the inspection efficiency 200%.
- Led the effort to update the Mechanical Integrity Manual and the Mechanical Integrity Procedures, which resulted in simplified and streamlined procedures.
- Initiated specific department reports through SAP, communicating equipment inspection results and issues to site management, resulting in data that supported the integrity program and maintained the level of inspectors to meet site and external regulatory compliance.

Manager, Project Engineering

1998-2002

Accountable for leading a multi-department organization of small project teams, project coordinators, designers, construction coordinators, and acting as the department contact with an external design engineering firm. The team was responsible for completing the design and construction of chemical plant processes. In addition, provided leadership and career counseling for 5 project coordinators and 3 team leaders and input on 22 other direct employees' performance evaluations and annual salary increases. Member of the Quality Improvement Team in the Engineering Department.

- Took the initiative to track and report project milestones comparing planned vs. scheduled completion dates, project budget dollars vs. actual project spending, and cost of changes vs. final project cost to the manufacturing team.

PROFESSIONAL EXPERIENCE (continued)

- Led the effort to update project coordination procedures and development of an Access database to track and report the status of projects and unsolved problems, which improved internal customer communications.
- Took active role in simplifying department ISO manual and training of department personnel to understand changes in the manual and incorporate them into their projects. Also, participated on the internal Quality Audit Team. This activity resulted in continued improved project performance and the ability to stay ISO 9000 Certified.

Engineering & Services Manager, Hemlock Semiconductor 1997-1998

Led the Engineering, Reliability, Shop, Environmental, and Utility Departments with a budget of \$5MM and a total of 95 people.

- Met customer requirements by providing services which maintained manufacturing and infrastructure requirements. This included responsibility for a \$2MM site infrastructure budget to maintain site buildings and grounds.
- Met a 10% reduction in budget at a time when expense controls were implemented due to loss of manufacturing orders; did so by controlling overtime and re-assigning shop personal to improve responsiveness to manufacturing problems.
- Set expectations and developed a vision for the department and team leaders which resulted in productive employees who understood the direction and requirements of the team.
- Resolved multiple long-term quality issues, resulting in the department maintaining its ISO certification.

Health Care Engineering & Services Manager, Hemlock Healthcare 1994-1997

Managed 19 personnel, which included Design/Maintenance Engineers, shop employees, and an Environmental Engineer for the site. Responsible for maintaining the site infrastructure and overhead budgets, and served as a member of the site quality team.

- Organized the design/maintenance engineers' assignments/tasks, which resulted in more efficient response to internal customers.
- Set expectations and guidelines for a problem employee, improving his performance, and resulting in his promotion a year and a half later.
- Modified Process Change Form for the FDA regulated plant, improving documentation of changes and preventing and/or avoiding penalties and fines.

EDUCATION

BS Electrical Engineering, Western Michigan University, Kalamazoo, MI 1970
Associate of Sciences, Electronics, Alpena Community College, Alpena, MI 1968

ASSOCIATIONS / MEMBERSHIPS

Project Management Institute, Member 2001-2002
International Society for Pharmaceutical Engineering (ISPE), Member 1995-1997

Maintenance Experience:

Planning, Estimating, Scheduling Coordinator

1970-1972

Responsibilities included planning the work for three trades – electrical, instrumentation, and refrigeration – in a major chemical plant site.

Site Electrical Engineer

1972-1976

Provided electrical engineering support for capital and maintenance projects at a major chemical plant site. Other activities included working with the instrument, refrigeration, and electrical shops. A key activity with the electrical shop was the development of procedures to test and troubleshoot medium voltage equipment (15KV). Also, supported the boiler house through the construction and installation of a new boiler and maintenance programs for the equipment. Provided training for instrument technicians on distillation column design and operation, utilizing a purchased training program.

Facilities Electrical Engineer

1976-1979

Worked on capital projects as the lead electrical engineer for chemical plants in Michigan and Kentucky. Responsibility included coordination of the design work, purchase of equipment, and creation of construction packages.

Site Plant Electrical Engineer

1979-1980

Provided support to develop a maintenance program for a major chemical plant site electrical distribution system. This included purchasing test equipment, developing training information for electrical shop personnel, and writing shutdown procedures.

Site Electrical Utility Engineer

1980-1985

Worked with a team to provide support for engineering design reviews, construction inspections, start-up check out, final start-up, and maintenance / operation procedures for a turbine generator and the associated electrical distribution system. Main responsibility was in providing leadership to make changes in the medium voltage switchgear, associated maintenance and training of electricians as a result of the electrical equipment changes, and training of utility operators for start-up and operation of the turbine generator.

Plant Engineering Team Leader

1985-1989

Leader of 14 multidiscipline engineers supporting the production equipment maintenance and small capital projects for a business within a major chemical plant site. Responsibilities included training engineers on the use of an in-house-developed maintenance system and project-tracking program.

Facilities Engineering Small Project Team Leader

1989-1994

Provided leadership to a multidiscipline team of engineers working on capital projects for a major chemical plant with sites in Michigan and Kentucky. Responsibilities included training people on the use of in-house-developed project tracking and purchasing programs.



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BY COUNCILMAN

RESOLVED, that _____
is hereby appointed as a citizen-at-large member of the Planning Commission to fill a term
expiring June 30, 2007

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan,
do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a
yea vote of all the Councilmen present at a special meeting of the City Council held
Monday, September 19, 2005.

Selina Tisdale , City Clerk

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