

To: Matt Cherry, President and Members of City Council
 From: Wade Kapszukiewicz, Mayor
 Subject: Appointment to the Ottawa/ Jermain Park Advisory Board
 5/4/2022

I Recommend the Following Appointment to the Ottawa/ Jermain Park Advisory Board

Appointee	Appointee Replaced	Proposed Term of Office	Section 61 waiver as a special engagement	Reserved Slot / Type	Recommended by (if applicable)	Attendance Record	Resume attached
Keith Nelson	new	3 years expiring, 05/12/2025			Mayor		yes



**Wade Kapszukiewicz
 Mayor**

CV/Resume



Keith Nelson

Fuels NA Toledo Operations
Operations Superintendent

My Profile Completion

My Profile Complete:

Personal Statement

- Highly proficient in implementing solutions to ensure maximum safety, operational and cost effectiveness.
- Ability to ensure a project or task is completed accurately and in a timely fashion; strong on follow-up.
- Excellent interpersonal, communication and managerial skills; adept at coordination and motivating.
- Self motivated; able to set effective priorities and meet operational demands.
- Productive in fast-paced, high-pressured atmosphere.

Date CV/Resume Updated: July 2020

Career History

Company: BP-Husky

Dates: November 2017 - Present

Position: Operations Superintendent - OM&S

Country: United States Toledo

Job Accountabilities & Key Achievements:

- Embrace OMS and systematic work processes, driving understanding and support of the OMS culture through the OM&S Area.
- Understand and compliant with all Site policies, practices & procedures and proactively ensures others at Toledo Refinery adhere to those policies, practices & procedures.
- Monitor Maintenance costs, focus on awareness, and work with Maintenance group to prioritize and optimize yearly spend.
- Manage (10) Salaried staff and (30) Hourly personnel on safe, reliable and efficient operations.
- Validate and evaluate any additional scope requests utilizing a risk-based assessment.
- Ensure contractor fully understands the Cow planning, execution and compliance.
- Non-Energy Variable: deliver opportunities for 5% cost reduction over budget.
- Understands and is compliant with all Site policies, practices & procedures.

- Variable Expense - deliver opportunities for 5% cost reduction over budget.
- Area Fixed Cost - deliver spend under budget.

Company: BP - Husky

Dates: February 2017 - November 2017

Position: Reliability Engineer

Country: United States Oregon, OH

Job Accountabilities & Key Achievements:

- Assisted with implementing the 20 elements of the Global Reliability Improvement Program (GRIP) to improve the refinery overall availability and reliability.
- Supported the improvement and implementation of the site Reliability Strategy, develops and executes Maintenance & Reliability work processes and supports delivery of the site's Reliability culture.
- Acted as the lead champion for GRIP elements, Production Loss Accounting (PLA), Asset Management (AM), Operator Care, Operation Envelope and Management of Change (MoC)
- Key contributor in GRIP elements Asset Health Monitoring (AHM), Production Critically Assessment (PCA), Vulnerability Study (VS), and Root Cause Analysis (RCA).
- Conducted RCA reviews on production availability issues which exceed the refinery targets of .5% or \$100,000 from a total impact from LPO.
- Close networking with various personnel to recognize, evaluate and improve upon potential HSSE, Maintenance & Reliability and operating risks and/or inefficiencies.

Company: BP - Husky

Dates: April 2011 - February 2017

Position: Turnaround Event Manager

Country: United States Oregon, OH

Job Accountabilities & Key Achievements:

- Supported the development of overall TAR Execution plan taking for PRE, TAR and POST activities.
- Identified contractor requirements and worked with Procurement to ensure all the contracts were in place.
- Worked with Asset, Inspection and Technical Group to identify and prepare appropriate work scope.
- Ensured all the blanklist, chemical cleaning plans, oil minimization plans, procedures were updated.
- Supported efforts to increase TAR time on tool via review of previous studies and lessons learned.
- Supported efforts to strengthen TAR control capabilities through participation of process review.
- Ensured the TAR Scope Growth process was well understood and adhered by the Team Members.
- Helped to map the complete TAR work process by reviewing and updating existing processes.

- Supported the preparation and participate on the Scope and Schedule External Peer Reviews.
- Participated in the development and mitigate specific TAR planning and execution risks.
- Ensured all the Operations scope related items were submitted in a timely manner.
- Validated and evaluate any additional scope requests utilizing a risk based assessment.
- Ensured contractor fully understood the Cow planning, execution and compliance.
- Managed General Contractor and Sub Contractors during TAR Execution.
- Completed scope review and optimization utilizing risk-based evaluation.
- Monitored Contractor safety performance and reviewed with Contractor.
- Supported the update and implementation of TAR BIP initiatives.
- Worked with HSSE to develop TAR-specific HSSE plans.
- Drove HSSE responsibility with entire TAR team.

Company: BP - Husky

Dates: April 2009 - April 2011

Position: Area Maintenance Engineer

Country: United States Oregon, OH

Job Accountabilities & Key Achievements:

- Was fully responsible for implementation and execution for the completion of multiple projects.
- Collaborated with contractors and engineering firms to develop Scope of Work Packages.
- Reviewed industry standards and ensure projects are performed to meet standards.
- Strictly followed safe work practices and regulations set forth by the company.
- Worked with Area Business Teams to meet expectations and deadlines.
- Monitored project spending to ensure work is performed with budget.
- Acted as lead for all engineering projects related to assigned program.
- Developed work plans detailing project completion and timeline.
- Managed multiple engineering projects, changes and task.
- Ensured that the FEL process is properly administered.

Company: Sunoco Refinery

Dates: August 2006 - April 2009

Position: Senior Maintenance Engineer

Country: United States Oregon, Ohio

Job Accountabilities & Key Achievements:

- Performed field reviews and worked with the inspection department to determine best path forward.
- Wrote engineering work scopes detailing the Sunoco procedures, materials and safety standards.
- Worked with Area Business Team on major turnaround projects for scheduled shutdowns.
- Updated and maintained equipment records to ensure repairs were properly recorded.
- Coordinated multiple engineering project work for refinery maintenance team.
- Was responsible for all engineering projects for assigned area within refinery.
- Created daily work plans to address maintenance and equipment concerns.
- Handled daily engineering task for FCC Unit, Alky Plant and Gas Plant.
- Reviewed and marked-up P&ID's and various drawings for updating.

- Facilitated team meetings pertaining to engineering projects.
- Worked with skilled trades on unit maintenance projects.

Company: Visteon Corporation

Dates: March 2004 - July 2006

Position: Supplier Development Engineer

Country: United States Dearborn, MI

Job Accountabilities & Key Achievements:

- Supplier process improvement, Lean, Value Stream optimization, safe launch programs, Kaizen.
- PPAP, APQP, TS 16949, FMEA, Control plans, Quality Roadmaps, Capability improvement.
- Managed supply base of 50 suppliers supporting, Nissan, Ford, DCX, GM, Hyundai, Honda.
- New supplier assessments, supplier relocation, distressed suppliers, supply base reduction.
- Six Sigma Project Champion for multiple projects estimated savings of \$200K annually.
- Assigned third party sort for chronic suppliers to prevent defective incoming stock.
- Thoroughly reviewed and sign off PSW packages for over 50 Level 2-5 suppliers.
- Monitored PPM reduction, customer disruptions and supply base improvement.

Company: Ford Motor Co.

Dates: October 1998 - March 2004

Position: Manufacturing Engineer, New Model Engineer, Paint Process Engineer, Production Supervisor, Assistant Superintendent

Country: United States Milan, MI

Job Accountabilities & Key Achievements:

Manufacturing / New Model Engineer,

10/98 – 3/04

- Acted as Senior Engineer during the launch of New Model Tooling Programs for 3 MY launches.
- Assisted in the development and training of Lean Manufacturing effort. (Kanban, Kaizen, VF)
- Worked in role of Acting Superintendent to cover training and vacations on the off shifts.
- Champion of in-process handling damage project with net annual savings of \$800,000.
- Worked closely with skilled trades on issues that required engineering assistance.
- Acted as Lead Engineer in charge of New Model Launch in Final Assembly area.
- Updated all controlled documents for department to meet TS16949 certification.
- Ensured build requirements were met for all New Model Tooling Launches.
- Performed Preventive Engineering for equipment in assigned area.
- Received outstanding/excellent ratings in all performance reviews.
- Supported assembly plants on-site during New Model Launches.
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Paint Process Engineer / Production Supervisor,

3/97 – 10/98

- Ensured that company safety, quality and employee standards were being maintained.
- Coordinated production with daily schedule and customer requirements.
- Supervised 20 - 25 employees in unionized manufacturing environment.
- Adjusted robot paths and paint flows to prevent paint process defects.
- Monitored and adjusted paint processes for proper paint application.
- Verified that the proper process was in use after tooling changes.

- Programmed FANUC robots for paint process application.

Professional Accreditations

Professional Body: ESI International

Dates: November 2014 - November 2014

Accreditation Title: Projects: The BP Way

Professional Body: The Institute for Leadership Development & Research

Dates: August 2014 - August 2014

Accreditation Title: Bright Futures: Principles of Leadership for New High Potential Talent

Professional Body: American Management Association

Dates: December 2012 - December 2012

Accreditation Title: Successfully Managing People

Professional Body: The American Society of Mechanical Engineers

Dates: October 2009 - October 2009

Accreditation Title: B31.3 Process Piping Design

Professional Body: The American Society of Mechanical Engineers

Dates: December 2008 - December 2008

Accreditation Title: BPV Code: Section VIII, Division 1 - Design and Fabrication of Pressure Vessels

University Education

University: University of Toledo

Dates: January 2004 - May 2005

Degree Type: Masters

Degree Category: Engineering **Degree Sub Category:** Mechanical

Degree Title: Masters of Science in Engineering – Mechanical Engineering

Grade Attained: Did not complete remaining coursework for final degree requirements.

University: University of Findlay

Dates: January 2000 - December 2002

Degree Type: Masters

Degree Category: Business and Administrative Studies **Degree Sub Category:** N/A

Degree Title: Masters of Business Administration - Organizational Leadership

Grade Attained: 3.7

University: University of Toledo

Dates: March 1993 - June 1996

Degree Type: Bachelors

Degree Category: Engineering **Degree Sub Category:** Mechanical

Degree Title: Bachelors of Engineering Technology - Mechanical Engineering

Grade Attained: 3.0

University: University of Toledo

Dates: March 1993 - March 1994

Degree Type: Associate

Degree Category: Engineering **Degree Sub Category:** Mechanical

Degree Title: Associates of Applied Science - Mechanical Engineering Technology

Grade Attained: 3.0

University: University of Toledo

Dates: September 1988 - March 1993

Degree Type: Associate

Degree Category: Engineering **Degree Sub Category:** Industrial

Degree Title: Associates of Applied Science - Industrial / Quality Engineering Technology

Grade Attained: 3.0

Other Education

Languages

Language: English

Proficiency: Mother Tongue

Other Information

- Advisor for the University of Toledo - National Society of Black Engineers (NSBE).
- Nominated for the United States Presidential Volunteer Action Award.
- Member of the Board of Directors for several non-profit organizations.
- Member of the American Society of Mechanical Engineers (ASME)
- Currently member of several board of directors within community.
- Past BRG Lead for the BP African American Network (BPAAN).
- Hold numerous executive positions in various organizations.
- Highly active in several community organizations.
- Former President of local Fraternal Organization.
- Developmental Courses – 500+ hours

June 2020