

**FAIRFIELD TOWNSHIP
RESOLUTION NO. 18-128**

**RESOLUTION AWARDING PARAMEDIC TUITION PAYMENT TO FIREFIGHTER/EMT-B
BRENNAN BERTER, AT A TOTAL COST OF \$9,051.00.**

WHEREAS: The Township has expressed a desire to assist in the education of members of the Fire Department wishing to become Paramedics; and

WHEREAS: Brennan Berter has expressed an interest in attending Paramedic training and meets the requirements of the Tuition Program; and

WHEREAS: The Fire Chief has recommended awarding the tuition; and

WHEREAS: Firefighter Berter has agreed to all contract requirements to receive the tuition; and

WHEREAS: The program was created and approved by Resolution #16-26;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Fairfield Township, Butler County, Ohio, as follows;

SECTION 1: The Board hereby authorizes payment for Paramedic tuition to Firefighter/EMT-B Brennan Berter, at a total cost of \$9,051.00, attached hereto as Exhibit "A", and will be paid out of Fund No. 2281-230-318 pursuant to the terms and conditions set forth in Resolution No. 16-26.

SECTION 2: The Board hereby dispenses with the requirement that this resolution be read on two separate days, pursuant to RC 504.10, and authorizes the adoption of this resolution upon its first reading.

SECTION 3 This resolution is the subject of the general authority granted to the Board of Trustees through the Ohio Revised Code and not the specific authority granted to the Board of Trustees through the status as a Limited Home Rule Township.

SECTION 4: That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.

SECTION 5: This resolution shall take effect at the earliest period allowed by law.

Adopted: August 22, 2018

Board of Trustees

Susan Berding:

Susan Berding

Shannon Hartkemeyer:

Shannon Hartkemeyer

Joe McAbee:

Joe McAbee

Vote of Trustees

Yes

Yes

Yes

AUTHENTICATION

This is to certify that this is a resolution which was duly passed, and filed with the Fairfield Township Fiscal Officer this 22nd day of August, 2018.

ATTEST:



Shelly Schultz, Fairfield Township Fiscal Officer

APPROVED AS TO FORM:



Lawrence E. Barbieri, Township Law Director

PARAMEDIC TUITION PROGRAM

APPLICANT INFORMATION

Name: Brennan Berter

Date of birth: 04/08/1998

Home Phone: N/A

Cell Phone: (513)603-0188

Current address: 2551 Mack Rd.

City: Fairfield

State: Ohio

ZIP Code: 45014

Date of Hire Fairfield Twp Fire:

07/26/2016

EMPLOYMENT INFORMATION

Current Full Time employer: Fairfield Township Fire Department

Employer address: 6048 Morris Rd.

How long? 2 years

Phone: (513)603-0188

E-mail: bberter3@gmail.com

Fax:

City: Hamilton

State: Ohio

ZIP Code: 45011

Position: Firefighter/ EMT-B

Annual income: \$ 30,000

EMERGENCY CONTACT

Name: Dan & Tammie Berter

Address: 2551 Mack Rd.

Phone: (513)603-0191 or 603-0190

City: Fairfield

State: Ohio

ZIP Code: 45014

Relationship: Parents

REFERENCES

Name

Address

Phone

Charlie Dodd

6658 Forest Hill Lane

(513)403-7602

Rob Embry

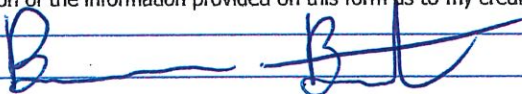
6951 Logsdon Rd.

(513)252-4378

SIGNATURE

I authorize the verification of the information provided on this form as to my credit and employment.

Signature of applicant:



Date: 07/27/2018

Please attach the following documents :

A single page explanation of financial need and reasons applicant should be accepted for the tuition program.

The program syllabus for the Paramedic Training Program the applicant will be attending if approved.

Information of the cost and application deadline for the program you wish to attend.

A letter of recommendation from an immediate supervisor.

Office Use Only

Total Cost \$ _____ First Installment Due \$ _____

Purchase Order # _____ Date _____

Class to Start _____ End Class Date _____

Fairfield Township Fire Department

Paramedic Tuition Program Agreement

Purpose:

To encourage and assist employees in furthering their education in an effort to enhance current skills applicable to their current position and further enhance the ability of the employee to provide improved levels of service to the community. This program will be used in an effort to recruit and retain high quality levels of employees.

Policy:

The Fairfield Township Fire Department may fund employees' education costs for coursework and specialized training from an accredited academic institution and approved in advance. The approval for funding will be dependent upon the employee's current position and seniority as well as available funding. Approval must be obtained prior to commencement of each course. Tuition program may be limited due to budgetary concerns or limits. Approval of any funding, education, or course work will be at the sole discretion of the Fire Chief.

Eligibility:

To apply for this program an employee must have at least one year of service with the Fairfield Township Fire to be considered eligible for the program.

Eligible employees may attend only an approved program.

Employees requesting educational assistance must obtain recommendation from their immediate supervisor apply for this program

The following factors will generally be considered in evaluating request for educational assistance.

The benefits to be derived by the employee and the Township Fire Department.

The employee's level of responsibility and length of service.

The estimated cost of which shall not exceed the published course fees.

The course must be held by an Ohio accredited school.

Course attendance and/or study and preparation that occur outside of the employees' scheduled work hours will not be compensated and will be the responsibility of the employee. It is expected that educational activities will not interfere with the employees' work, and unsatisfactory job performance during enrollment may result in forfeiture of educational assistance as well as disciplinary action.

1. Employees will be required to reimburse Township if they fail to complete the 5 year service requirement in this agreement. Reimbursement formula shall be as follows. Total funds paid for training

will be credited at 1/60th per month of the five year term. (Tuition \$5,000 divided by 60 months or \$83.33 per month as an example) At the end of 5 years of additional employment the contract will be considered fulfilled and no further financial liability shall exist.

2. Employees who receive funding for educational expenses must agree in writing to repay the amount on a prorated basis if they leave the Fairfield Township Fire Department voluntarily within five years from the date of reimbursement.
3. Employees receiving any other funding, reimbursement, or other funding such as a grant or other scholarship from any outside source, shall notify the department upon receipt and such funds shall reduce the amount the Township Fire Department shall pay for the tuition cost.
4. An employee shall only be permitted to participate in the tuition program once. The department reserves the right to accept mitigating circumstances and authorize a member to attend an additional time. This would be due to military deployment, medical condition(s) preventing attendance, or a similar significant issue.

Procedure:

Prior to taking the course, the employee must complete an application for tuition program form. The application shall be forwarded to the employee's immediate supervisor and department head for approval. The employee shall not be eligible for any reimbursement if application was not approved in advance.

Applications may be submitted at any time during the fiscal year, but may not be approved based on the number of students participating and/or current funding availability.

1. The employee shall be notified in a timely manner whether or not their application request is approved.
2. Where the program is billed in segments other than the initial section fees, the students shall have completed the previous segment with a **passing grade** before payment for the next segment will be authorized.

Employees seeking payment for educational expenses must submit a claim form to the fiscal office with the following attachments:

1. A copy of the School Invoice.
2. A certified transcript of their grades.

Justification:

The tuition program has been established to encourage employees to pursue Paramedic Certification, which is job related and directly benefits Fairfield Township. Please attach a course syllabus or description and invoice for tuition provided by the institution.

Employees seeking reimbursement for educational expenses must agree in writing to reimburse the township on a prorated basis if they leave employment voluntarily within five years from the date of reimbursement. By signing below, the employee agrees to comply with all provisions of the township policy, including the repayment provision.

1. Whereas, Fairfield Township Fire Department periodically provides its members with the opportunity for specialized education other than budgeted training; and
2. Whereas, the Fairfield Township Fire Department provides the training or education under the conditions set forth in this agreement; and
3. Now, therefore, in consideration of the agreements herein made, the parties mutually agree as follows:
4. Amount and purpose. The recipient will receive payment of the first segment of the program and subsequent reimbursement not to exceed the approved amount.
5. Other terms. The following terms also apply to this agreement.
 - A. An advanced allocation will only be provided for the first course segment the remaining shall require successful completion of the previous course segment.
 - B. Documentation that meets the requirements of the Fairfield Township Fire Department and Fiscal Office will be required for or payment of any funds to an entity.
 - C. No funds will be awarded for any costs that have been paid for by other available means (i.e. educational benefits from the GI bill Scholarships or other sources). Fairfield Township Fire Department funding may only be used for any approved costs not covered by another source. The recipient must disclose any other educational funding benefit to which the recipient is entitled to or awarded.
6. Repayment. The recipient specifically agrees that if, the recipient leaves paid employment with the Fairfield Township Fire Department within five (5) years of the commencement of the education or training, the recipient is liable to the Fairfield Township Fire Department for repayment of the amount reimbursed or allocated in advance for training or education on a prorated basis for amount of time remaining on the five year commitment. The recipient also agrees that this condition is reasonable and necessary in order for Fairfield Township Fire Department to obtain the benefit of providing the training or education to the recipient. The recipient further agrees that, upon providing notice to the Fairfield Township Fire Department of the cessation of employment with the Fire Department the recipient will immediately arrange for a voluntary repayment schedule with the Department. The recipient agrees that a failure to arrange for and complete a voluntary repayment schedule will subject the recipient to all available remedies for collection of the debt owing to the Fairfield Township Fire Department, including costs and attorney fees incurred in the collection of the debt. In the case of an extreme emergency (such as a relocation of residence due to a family crisis) the recipient may apply to the chief for a waiver of repayment.

7. Construction of this contract. This contract should be constructed and interpreted according to the laws of the State of Ohio.
8. Modification of contract. This contract constitutes the entire contract between the parties and may only be modified by a written amendment signed by the parties.
9. In witness whereof, the parties hereto have caused this contract to be signed and intended to be legally bound thereby.

- Brennan T. Berter

Applicant

- July 27, 2018

Date

Fire Chief

Date

BUTLER TECH PARAMEDIC PROGRAM

Itemized Program Expenses 2018-2019

CHARGES

Estimated

First Term 9/5/2017 - 12/19/2017		
1214	Tuition	\$1,850.00
1730	Books	\$1,024.00
1710	Materials	\$182.00
1740	Supplies	\$105.00
1740	Lab Fee	\$75.00
1740	Lab - ID photo	\$5.00
1740	Parking Permit 003-1890-9072-602	\$0.00

TOTAL PAYABLE TO BUTLER TECH **\$3,241.00**

Balance due

Second Term: 1/3/2018 - 2/26/2018		
1214	Tuition	\$1,850.00
1730	Books	\$0.00
1710	Materials	\$0.00
1740	Lab Fee	\$75.00
1740	Total Testing Program	

TOTAL PAYABLE TO BUTLER TECH **\$1,925.00**

Third Term: 3/1/2018 - 5/3/2018		
1214	Tuition	\$1,850.00
1730	Books	\$0.00
1710	Materials	\$0.00
1740	Lab Fees	\$0.00
1740	Total Testing Program	\$110.00

TOTAL PAYABLE TO BUTLER TECH **\$1,960.00**

Fourth Term: 5/9/2018 - 6/29/2018		
1214	Tuition	\$1,850.00
1730	Books	\$0.00
1710	Materials	\$0.00

1740	Lab Fees	\$75.00
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TOTAL PAYABLE TO *BUTLER TECH* \$1,925.00

TOTAL COST OF PROGRAM \$9,051.00

NOTE: APPLICATION FEE (PRE-START, NOT INCLUDED WITH PROGRAM COSTS)
WORK KEYS ASSESSMENT (PRE-START, NOT INCLUDED WITH PROGRAM COSTS)

August 8, 2018

Reference: Firefighter Brennan Berter
Request for Financial Aide Assistance for Paramedic School

Dear Chief,

Last year I sat down with my parents to discuss my goal to attend Paramedic School in the fall of 2018, after gaining a couple of years' experience as a Firefighter/EMT. Because I only hold one job, which is at the township, the original plan was that my parents would assist in paying for my schooling while I maintained my day to day expenses and monthly bills with my pay.

Unfortunately, in April of this year my dad had to take a sudden and unexpected medical retirement from his job as a Deputy Sheriff, as a result of new and developing complications from the myocardial infarction he suffered while on duty in July 2011. As a result, my parents have been without pay since April 17th, while they wait for his medical retirement from PERS and Workers Comp to come through. And even when they do start to receive payments, it will be substantially lower than the salary my dad was making, and they will not be able to help me with school as originally planned. I am unable to afford the cost of school on my own and that is why I am asking for Financial Aide Assistance from the Department, to attend Paramedic School in the fall of 2018.

Respectfully Submitted,

Brennan Berter