



VOLUNTEER BOARD AND COMMITTEE APPLICATION

Thank you for your interest in serving the City of Palm Coast.

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration of your appointment.

Please be advised that background screening of all applicants is required.

Résumés may be attached.

Please check the Board/Committee/Council for which you are applying:

<input type="checkbox"/> Beautification & Environmental Advisory Committee *	<input type="checkbox"/> Planning & Land Development Regulation Board ** ♠ *
<input type="checkbox"/> Code Enforcement Board *	<input type="checkbox"/> Volunteer Firefighters' Pension Fund Board *
<input type="checkbox"/> Citizen's Advisory Committee	<input type="checkbox"/> Bicycle and Pedestrian Advisory Committee
<input type="checkbox"/> Residential Drainage Citizen Advisory Committee *	<input checked="" type="checkbox"/> Charter Review Committee
<input type="checkbox"/> Flagler County Housing Task Force/Affordable Housing Advisory Council: <input type="checkbox"/> Citizen from the City of Palm Coast representing essential services personnel <input type="checkbox"/> Representative of residential home building industry	

* Appointees must file a Financial Disclosure Form 1 at time of appointment and **ANNUALLY** thereafter with the Florida State Commission on Ethics.

** Appointees will also serve on the Citizens' Advisory Task Force

♠ Requires at least one board member to be appointed from **EACH** City Council District, when possible.

ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

RE-APPOINTMENT ☐ Yes ☒ No

1. PERSONAL

Name: Georgianne Miller E-mail address: Georgianne.GM@gmail.com

Residence Address: 1 Reine Pl District: 4

City: Palm Coast State: FL Zip: 32164

Mailing Address (If Different from Residence): _____

Home Phone: 301 502-6512 Business Phone: _____

Date of Birth: March 22, 1961 Place of Birth: Youngstown Ohio

How long have you been a permanent resident of Palm Coast? Since September 2024/10 months

What year did you become a continuous resident of the City of Palm Coast? September 2024

List all places of residence for the last five years.

Address	City & State	From	To
#1 Reine Pl	Palm Coast, FL	September 2024-Present	
1700 SW 78th Ave	Plantation, FL	December 2019-September 2024	
5802 Blue Ridge Road	Mineral, VA	June 1990-December 2019	
8604 Goshen View Drive	Laytonsville MD	August 1991-May 2017	

Are you a registered voter in Flagler County? ☒ Yes ☐ No

Have you ever used or been known by any other legal name? ☒ Yes ☐ No

If yes, explain: Married from September 1986-July 2017 Georgianne Macatee Mitchell

Are you a citizen of the United States? ☒ Yes ☐ No

If no, explain: _____

If you are a naturalized citizen of the United States, date of naturalization: _____

2. EMPLOYMENT HISTORY (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: Retired 2025

Occupation: Continuity of Operations Planner Current Employer: Florida Department of Transportation

Current Business Address: 3400 Commercial Blvd

Fort Lauderdale FL 33309
City State Zip Phone #

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

Employer & Address	Type of Business	Occupational Title	Period of Employment
Florida Department of Transportation, 3400 Commercial Blvd Fort Lauderdale, FL 33309/		Emergency Mgr/	Dec 2019-May 2024
National Cancer Institute, 9606 Medical Center Dr, Rockville, MD 20850		Continuity of Operations Planner,	June 2014 -Sept 2019

Have you ever been employed by any state, district, or local governmental agency in Florida? ☒ Yes ☐ No

If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

Position	Employee Agency	Period of Employment
Continuity of Operations Planner	FDOT	Dec 2019-May 2024

3. EDUCATION

High School: Chartiers Valley HS Year Graduated: 1979

Name & Location

List postsecondary educational institutions or programs attended:

<u>Name & Location</u>	<u>Dates Attended</u>	<u>Certificate/Degrees Received</u>
<u>Mary Baldwin College</u>	<u>1979-1983</u>	<u>Bus Management/ Sociology</u>
<u>University of Phoenix</u>	<u>2008-2010</u>	<u>Masters Health Administration/</u>
<u>MHA</u>		<u>Emergency Management</u>

CERTIFICATIONS & LICENSURES

- Certified Emergency Manager (CEM)
- Certified Continuity of Excellence Professional I and Master II
- Master Exercise Practitioner (MEP)
- Homeland Security Exercise and Evaluation Program (HSEEP)
- FEMA Professional Development and Advanced Series Achievement
- Community Emergency Response (CERT) Instructor, Trainer, Program Manager
- Certified Public Manager Level 4 (Supervisor)
- Florida Certified Contract Manager (FCCM)

4. MILITARY SERVICE

Are you or have you ever been a member of the Armed Forces? ☐ Yes ☒ No

Date of Service: _____

Branch or Component: _____

Date and Type of Discharge: _____

5. INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?

Are you currently or have you ever served on any City Volunteer Board or Committee? ☐ Yes ☒ No

If yes, which Board or Committee? Montgomery County Maryland Local Emergency Planning Council (LEPC) and in Plantation FL, Broward County Emergency Coordinating (BCECC) Council with FDOT

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you have been a member during the past five (5) years.

Name of Organization(s)

IAEM -International Association of Emergency Managers Award Committee and Past Co-Chair of the Transportation Caucus / FEPA- Florida Emergency Preparedness Association

ARRL- American Radio Relay League / Flagler County Memory Makers Quilt Club / Palm Coast Garden Club

6. QUALIFICATIONS FOR APPOINTMENT

State your experiences and interests or elements of your personal history that qualify you for this appointment.

My background is in emergency management, however the positions I have held and the volunteer work I have done have been in the public sector, thus making me qualified for this volunteer position.

I have the knowledge to work with the Palm Coast Charter Committee based on my previous committee positions and leadership. I have written by-laws for many organizations and have been part of Local Emergency Planning Committees (LEPC), Community Emergency Response Teams/Training (CERT), and with the Broward County, FL Emergency Coordinating Council (BCECC) for the past 15 years. I also have been an emergency planner for the past 15 years.

I have written plans for Local Emergency Planning Committees (LEPC), biorepositories, animal laboratories, medical offices, and departments, as well as most recently with the Department of Transportation. I started my planning career with the Maryland State Defense Force, so I have state planning experience. I continued my career with the National Cancer Institute, so I have federal experience, I have volunteered for Montgomery County for the CERT and LEPC organizations, so I have County experience, I was a voting member of the Broward County Emergency Coordinating Council (BCECC) and I volunteered for the City of Plantation CERT, so I have city experience.

I have city, county, and state planning experience and since I started with the Maryland Defense Force Emergency Management, I have planning knowledge working with military plans for disaster response. Working with the breath of these plans I feel makes me qualified to assist the City of Palm Coast with updating their charter for the next ten years.

My abilities make me a result-oriented person where I link ideas to action. I am very organized leading me to implement policy into action, incorporate groups to be part of the culture, and develop plans that do not sit on a shelf. This charter is a policy that should direct the policies and procedures in Palm Coast. I have a unique ability to take missions and vision statements into operational policies, processes and procedures to quick actions to improve the quality of life for Palm Coast residents.

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this appointment? If yes, list below: ☐ Yes ☒ No

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list below: ☐ Yes ☒ No

Have you ever been elected or appointed to any public office? If yes, list below: ☐ Yes ☒ No

Office Title

Date of Election or Appointment

Term of Office

Level of Government

Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the office or agency to which you have been appointed or are seeking appointment? ☐ Yes ☒ No If yes, explain below:

Name of Business

Relationship to the Business

Business Relationship to Agency

Have you held or do you hold any occupational or professional licenses(s) in the State of Florida? ☐ Yes ☒ No
If yes, provide the information below. If any disciplinary action (fine, probation, suspension, revocation, disbarment, etc.) has been taken against you by the issuing authority, state the type and date of this action.

License/certificate Title & No.

Original Date of Issuance

Issuing Authority

Disciplinary Action/Date

How do you believe that your education, experience, talents and skills will benefit the work of the Board or Committee and are you willing to act as a decision maker and not as an advocate, if required by law?

My skill levels have been recognized with the earning of my Certified Emergency Manager (CEM) through the International Association of Emergency Managers and organizations I have helped with writing by-laws. These skills helped me with the fire department, assisting with creating the Montgomery County CERT team and creating the bylaws in Rockville Maryland. I was instrumental in the development of the by-laws for the Montgomery County Local Emergency Planning Committee (LEPC) as well. As a voting member of the LEPC in Montgomery County I worked with 17 other organizations in the creation of this document. We created the document from scratch and having the document accepted and within the year of developing and receiving the proper authorizations for the City of Rockville as well as Montgomery County was well accepted by the City of Rockville and the County.

My skills developed even more for the City of Plantation, FL CERT as I developed the by-laws and plans. My working knowledge volunteering for Plantation CERT for five years helped with this endeavor and the City of Plantation now has a working, knowledgeable CERT Team ready for disasters that may hit Plantation as well as assisting other cities in Florida.

I also assisted the Broward County Emergency Coordinating Council (BCECC) in updating their by-laws/charter last year which were adopted last year.

What is your understanding of the relationship of this Board or Committee to the City Council?

This committee will conduct a review of the City Charter with the objective of recommendations for revisions to be presented to the City Council and Palm Coast residents eventually since changes require a city vote. The Charter Review Committee (CRC) will review and analyze the Charter and advise the Council on areas where amendments are deemed relevant and necessary for today and the next decade..

7. REFERENCES – Please list three references (business and/or personal)

Raymond Boccelli 2307 Foxley Rd, Timonium, MD 21093 (410) 652-6740

Name, Address & Telephone Number

Dianna Heard 1238 NW 114th Ave, Coral Springs, FL 33071 (954) 663-4357

Name, Address & Telephone Number

Joel Gordon, 453 Lightning Hill Road, North, SC 29112 (954) 412 8323

Name, Address & Telephone Number

8. ACKNOWLEDGMENT

If required by law, will you file a financial disclosure statement?

☒ Yes

☐ No

I understand the responsibilities associated with being a member of a City Board or Committee and that I may be subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the Board or Committee to which I am appointed.

Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to the board or committee for which I am applying.


Signature

6-12-25
Date

NOTE: If you have questions concerning the duties and responsibilities of any of the above Boards or Committees please contact Virginia Smith.

RETURN TO: Virginia Smith
City of Palm Coast
160 Lake Ave.
Palm Coast, Florida 32164

PHONE: 386-986-2570
EMAIL: vsmith@palmcoastgov.com
WEBSITE: www.palmcoastgov.com

ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

SUNSHINE LAW: The primary purpose of Government in the Sunshine Law is to assure public access to the decision-making processes of public boards and commissions. The Sunshine Law extends to discussions and deliberations as well as to formal actions taken by boards and commissions.

*Should you not be selected at this time, your application will be kept on file for consideration for six (6) months.
Should you wish to be considered for another board, committee, or task force during that time,
you must contact Virginia Smith and request reconsideration.*