
Profile

Kristin

First Name

J

Middle Initial

Hoffschmidt

Last Name

232 Gulf Drive

Street Address

Venice

City

FL

State

34285

Postal Code

kristinhoffschmidt@gmail.com

Email Address

Home: (608) 577-0471

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Environmental Advisory Board: Submitted

Have you ever been convicted or pled "no contest" to a misdemeanor offense?☐ Yes ☒ No**Have you ever been convicted or pled "no contest" to a felony?**☐ Yes ☒ No

Demographics**Are you a city resident?**☒ Yes ☐ No**How long have you lived in the City of Venice?**

5 months

Ethnicity☒ Caucasian/Non-Hispanic**Gender**☒ Female

Interests & Experiences

Are you currently serving or have you served on a city board?

☐ Yes ☒ No

Why are you interested in serving on a board or commission?

I am interested in serving on a City of Venice Board because I strongly believe in residents being engaged and active in civic matters. Board members provide important analysis and recommendations to elected officials that enable them to make well-informed decisions. Board members also amplify resident's voices to provide critical input on decisions that affect the community, strengthening the democratic process. I am interested specifically in the Environmental Advisory Board because the environment must be healthy to have a healthy community. The natural areas, water and waste systems, and other aspects of Venice's environment are under intense pressure from climate change, population growth, and other factors, and how the city manages these issues impacts the quality of life for all residents.

Resume of Education and Experience:

I have been visiting Venice for eight years and moved here this summer. I am taking classes to become a FL Master Naturalist; am on the Board of Directors of the Venice Area Audubon Society; test water quality monthly with the FL Department of Environmental Protection (Charlotte Harbor Estuaries); and volunteer with FL State Parks. I moved from WI where I was a WI Master Naturalist and Master Gardener and was involved with environmental advocacy groups. My education and employment experience are as a Master's level Social Worker and Paralegal. I have taught classes on social policy and my civic engagement includes serving as a volunteer election official for over 15 years. In my employment, I have worked in systems with complex policies, rules, and laws, and have interpreted them to people impacted by those systems. I have been involved with local environmental groups and issues, and in my career have seen the disparate negative environmental impacts on vulnerable communities.

Member of the Following Organizations:

Venice Area Audubon Society; FL Master Naturalists; FL Native Plant Society

[Resume - _HOFFSCHMIDT_11-2021.pdf](#)

Upload a Resume

Acknowledgements

KRISTIN J. HOFFSCHMIDT

232 Gulf Dr. Venice, FL 34285

608-577-0471

kristinhoffschmidt@gmail.com

EDUCATION

- Post-Baccalaureate Paralegal Program, Madison College (2018)
- Master of Social Work, University of Wisconsin-Madison (1998)
- *Licenciatura* (two-year graduate degree with thesis) of Latin American Studies, National University of Costa Rica (1996)
- Bachelor of Arts - Sociology, Grinnell College (1991)

EMPLOYMENT HISTORY

Paralegal

Legal Action of Wisconsin: Madison, WI

3/2018 – 7/2021

Supported and coordinated the work of attorneys at a non-profit law firm serving people with low incomes. Assisted with eviction defense, criminal record expungement, farmworker issues, intake, disability appeals, and consumer issues.

Horticulture Specialist

2016 - 2017

Skills required in all positions include attention to detail, efficiency, multitasking, planning, teamwork, and independent work.

- **Klein's Floral and Greenhouse:** Soil preparation, seeding transplantation, irrigation, pruning, and inventory maintenance (April 2017 to July 2017; March to July 2016).
- **Knight Hollow Nursery:** In plant tissue culture laboratory, subculture plant clones, root microcuttings, and transplant microcuttings (Dec. 2016 to March 2017).
- **Garden Search and Rescue:** Landscaping work including planting, mulching, and weed control with a focus on organic and permaculture principles (Aug. 2016).
- **UW Extension:** Master Gardener Volunteer (2016 – 2021); Master Naturalist (2016).

Adjunct Instructor

Taught undergraduate and graduate students at two institutions in Madison, WI. Designed and updated course content; managed courses with Learning Management Software; produced detailed syllabi, assignment, exams, and study materials; presented information in multiple formats; communicated with students, faculty, and administration.

- **Edgewood College** **2013 - 2015**
Adjunct Instructor in the Department of Social Sciences for Human Services courses such as Human Behavior and the Social Environment and Advanced Social Change Skills.
- **UW Madison School of Social Work** **2009-2010, 2015**
Adjunct Instructor for undergraduate and graduate students in the School of Social Work in courses such as Social Policy and Introduction to the Field of Social Work.

Health Benefits and Resources Specialist

Assisted clients in navigating complex programs to obtain and maintain benefits in Madison, WI.

- **Group Health Cooperative of South Central WI** **2013 – 2014**
Community Services Coordinator for two primary care clinics. Advocated for patient's psychosocial needs such as basic resources, home help, abuse and neglect, transportation, and advance care planning. Conducted health needs assessments of new patients and facilitated intensive case coordination of high-risk pregnant women.
- **Employment Resources, Inc.** **2009 – 2013**
Community Benefits Specialist working with individuals with severe mental illness to obtain benefits such as Social Security disability (SSI/SSDI) and Medicaid. Provided comprehensive pre- and post-entitlement assistance, problem solving, and systems advocacy. Founded the Dane County Benefits Networking Group.
- **State of WI Department of Health Services** **2008 – 2009**
Outreach staff providing training and technical assistance to organizations statewide. Trained community partners on BadgerCare Plus policy and application process, organized enrollment events, and facilitated focus groups. LTE (limited term employment) position.

Family Services Provider

Provided family-supporting services to strengthen parent/child and school relationships.

Children's Service Society of WI: Madison, WI **2006 – 2008**

- **Families and Schools Together (FAST) Program:** Program facilitator and interpreter (English/Spanish) for middle and elementary schools. Recruited families, led programming, and facilitated parent group.
- **Family Resource Center:** Supervisor of project with programming in six areas of Dane County. Planned and provided workshops, playgroups, and events for families with young children. Established collaborative relationships with community partners, such as Joining Forces for Families, and supervised two staff.

Legal Advocate

Supported families experiencing domestic violence through community systems work and direct service.

Domestic Abuse Intervention Services: Madison, WI **2001 - 2006**

Coordinated legal program, including supervision of five staff and interns, data coordination, and grant reporting. Led community work on systems issues including serving as chair of Coordinated Community Response committee and law enforcement training. Provided direct services to victims of domestic violence including support, information and referral, advocacy, and court accompaniment. Covered restraining orders and family, criminal, tenant, and immigration law in English and Spanish.

Profile

Bruce

First Name

Miller

Last Name

1351 Pine Needle Road

Street Address

Venice

City

FL

State

34285

Postal Code

millerbe53@gmail.com

Email Address

Mobile: (631) 740-0170

Primary Phone

Alternate Phone

retired

Employer

Program Manager

Occupation

Which Boards would you like to apply for?

Environmental Advisory Board: Submitted

Have you ever been convicted or pled "no contest" to a misdemeanor offense?☐ Yes ☒ No**Have you ever been convicted or pled "no contest" to a felony?**☐ Yes ☒ No

Demographics**Are you a city resident?**☒ Yes ☐ No**How long have you lived in the City of Venice?**

since October 2019

Question applies to multiple boards

Do you own property within the City of Venice?☒ Yes ☐ No

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Male

Interests & Experiences

Are you currently serving or have you served on a city board?

☒ Yes ☐ No

If yes, please list:

Environmental

Why are you interested in serving on a board or commission?

Coupling recent retirement with extensive experience as a senior manager (e.g. Organizational Management, Operational Management, Facilities, and Real Estate Management, and Engineering programs) sharing this knowledge while serving on a board or commission I believe is the next step in my career.

Resume of Education and Experience:

(see uploaded resume) Master in Nuclear Engineering, Senior Program Manager, Extensive experience in in all aspects of facilities operation and maintenance, reliability management, risk management, quality management, environmental programs, environmental and safety and health programs, engineering programs,

Member of the Following Organizations:

Project Management Professional

[venice_august_2021.doc](#)

Upload a Resume

Question applies to Architectural Review Board

Are you a member of Venice MainStreet?

☐ Yes ☒ No

Question applies to Architectural Review Board

Are you a registered architect in the state of Florida?

☐ Yes ☒ No

Acknowledgements

SENIOR MANAGER / SENIOR PROGRAM MANAGER

EXECUTIVE PROFILE

Results oriented career that reflects achievements in improving performance and growth by developing and deploying solutions and project teams. Offers comprehensive knowledge of fundamental business disciplines combined with strong leadership and management skills with strong track record of identifying strategic opportunities to meet requirements of specific business and projects goals.

CORE COMPETENCIES

Organizational Management	Executive Management, Program Management, Performance Based Management, Financial Management, Earn Value Management, Organizational Development, Process Improvement, Team Development, Strategic Planning, Business Planning, Quality Control, Business Development, Organizational Cultural Development
Operations Management	Process Improvement, Risk Management, Operational Readiness, Project Management, Contract Management, Conduct of Operations, Self-Assessment focused on Continuous Improvement
Facilities & Real Estate Management	Research/Laboratories Operations, Power Plants Operations, Design, Engineering, Construction, Operations, Infrastructure systems, Utilities, Property & Class A Office Space Management, Production, Work Management, Safety and Environmental Programs, ISO Certification
Mentoring, Training, & Staff Development	Leadership and Management Skills, Project Management Tools and Techniques, Human Relations, Communications, Delegation, and Authority and Accountability, Seminars, Presentation Skills, Team Facilitation & Development

RECENT SIGNIFICANT ACCOMPLISHMENT

- As program manager hired to revive terminating contract into \$750million (\$40 million/year) total contract value.
- Assembled high performing senior management team focused on program goals;
- Change culture environment from “we have always done it that way” to one focused on continuous improvement, operational ownership, and conduct of operations;
- Achieved ISO certification in 9001 Quality Management Systems, 14001Environmental Management Systems, and 45000 Occupational Health and Safety Management Systems;
- Developed and deployed earn value management process to track financial and contract performance complete with performance metrics;
- Negotiation of Collective Bargaining Agreements.
- Responsible for direct staff of 180 and
- Responsible for overall operations and maintenance of national laboratory

PROFESSIONAL EXPERIENCE

ASRC Federal (World Technical Services, Primus, Field Services)

2010 - 2020

Program Manager - Plum Island Animal Disease Center

Program Manager responsible for all operations and management functions supporting the scientific mission, including risk management, for the national laboratory. Utilizing leadership and managerial skills assembled and mentored project team merging the tools and techniques of project management with the process techniques of ISO standards. Encouraged operational ownership throughout the organization to achieve quality adherence and created rigorous conduct of operations environment. Management approach created a culture of reliability that promotes sound decision making at all levels. Security clearance.

URS, Warrenville IL.

2007 - 2010

Director of Operations - Eastern Region – Food Processing account

Director Operations for a full scope facility infrastructure contract for a food production client – (9 active facilities, 9 direct reports, ~50 non union and 40 seconded union employees, budget ~\$15 million/year of ~\$29 million account) When accepted position account was losing over \$4 million with projected multimillion dollar losses in out years, last year end had \$1.5 million profit.

INDEPENDENT CONSULTANT & TRAINER

1994 – Present

Provide senior management consulting, mentoring, and training in the areas of account and program management, leadership and managerial skill development, strategic planning, project management professional certification, process improvement, organizational development. Certified Trainer for:

- Dale Carnegie Institute of New York. Over 20 years
- PCI Global Developed and delivered certified (Project Management Institute) project management training/mentoring and training to achieve Project Management Professional Certification.
- Boston University Project Management Evening Program.
- American Management Associates International of New York

EMCOR FACILITIES SERVICES, Arlington, Va.

2004 – 2006

Account Director

Account Director for a full scope facility maintenance and real estate management contract resulting in cost savings, increased staff efficiency and productivity. (Staff of ~70 with ~\$18 million in revenue, ~8million sq.ft. and \$30 million in pass through). Turned \$14 million account around, resulting in scope and revenue expansion and contract extension, when assigned contract was about to be terminated due to performance.

BROOKHAVEN NATIONAL LABORATORY, Upton, N.Y.

1995 – 2004

Manager Performance Based Management

Manager of Office of Management Services

Manager Conventional Systems & Coordinator Operational Readiness

- ***Process Improvement, Risk Management, Project Management.***
Successfully managed, mentored and turned around a variety of special and high-risk initiatives/projects regarding public perception, customer expectations, mission critical and cost overruns in numerous industries.
- ***Performance Based Management.***
Improved efficiency of operation and management achieving 97+% of management fee by developing and implementing performance-based management programs that drove process improvements, integrated planning, self-assessments initiatives and accountability. (If you can measure it, you can manage it)
- ***Project Management Office***
Established project management office implementing project management tool and techniques throughout organizations (laboratory directors, scientific research, financial, procurement, and

engineering/facilities department and organizations) including managing high profile projects as well as a mentor and trainer

- ***Design, Engineering, Construction and Operations***
 - Achieved savings \$2+ million by utilizing innovative approach in design, engineering and construction of conventional systems (electrical, HVAC, water, safety systems, etc.) for major high energy physics research facility and associated experimental facilities
 - Selected by management as member of experimental Safety Review Committee for startup and to coordinate operational readiness of major research facility.
- ***Nuclear Regulatory Commission***
 - Consultant to Nuclear Regulatory Commission directly responsible for the Equipment Operability Readiness Programs. Conducted numerous reviews of nuclear power plants operational readiness programs supporting licensed operations. Published numerous NUREG/CR on equipment operability. Audit team lead for operational readiness, safety system functional readiness, emergency /contingency planning

NUCLEAR POWER INDUSTRY

Various positions - responsibilities include the design, construction and operations of nuclear power plants

EDUCATION

MS, Nuclear Engineering, Polytechnic Institute of New York, Brooklyn, N.Y.

BS, Nuclear Science, SUNY Maritime College, Bronx, N.Y.

CERTIFICATIONS

Project Management Professional (PMP) Project Management Institute,

ISO 9001 Lead Auditor

OSHA 501 Instructors (previously)

Safety trained Supervisor (previously)

CERTIFIED TRAINER/FACILITATOR

Dale Carnegie Institute of Long Island, Hauppauge, N.Y.

1984 – 2008

- Leadership Training for Managers
- Effective Communications and Human Relations
- High Impact Presentations
- High Performance Teams

Boston University, Boston, Ma.

2002 – 2004

- Project Management Evening Program

PCI Global, Hackensack, N.J.

2000 – 2007

- Project Management – General Business and Information Technology
- 999Project Management Certification Curriculum
- Developer of project management training programs

American Management Association International, New York, N.Y.

2006 – 2007

- Technical Project Management
- Improving Your Project Management Skills: The Basics for Success
- Information Technology Project Management