



Boards and Commissions Application

Thank you for your interest in serving on a City of Capitola Advisory Group. Please fill out the following form with your information. Appointments are made at a public City Council meeting.

Application For:

Application For:

- Art and Cultural Commission - Artist
- Art and Cultural Commission - Arts Professional
- Art and Cultural Commission - At Large
- Commission on the Environment
- Finance Advisory Committee - At Large
- Finance Advisory Committee - Business Representative
- Historical Museum Board
- Planning Commission
- Other:

Applicant Information

First Name *

Nicholas

Last Name *

Brown

Email *

nbrown214@gmail.com

Current Address *

Street Address

[REDACTED]

Address Line 2

City

Capitola

Postal / Zip Code

95010

State / Province / Region

CA

Country

USA

Telephone (Home)

[REDACTED]

Telephone (Mobile) *

[REDACTED]

Are you a Capitola resident? *

Yes

Residential Neighborhood:

Capitola Village

Are you applying as a Youth Member to an Advisory Group? *

No

Youth Members are encouraged to participate with City Boards, Committees, and Commissions.

Qualifications

Occupation:

Planning Technician in CDI Santa Cruz

Please describe your qualifications and interest in serving on this Board/Commission/Committee: *

In 2017 I completed an internship at the City of Capitola in the Planning Department where I managed tree removal permits, front desk inquiries, code enforcement duties, and special projects within the City of Capitola. I attended many Planning Commission meetings, assisted with noticing and public outreach, and gained a foundation of knowledge pertaining to State and local zoning regulations and practices. For the past two years I have worked as a Planning Technician at the department of Community Development and Infrastructure in Santa Cruz County. My duties include producing Planning Commission meetings, Zoning Administrator hearings, noticing, assigning street addresses, routing projects to outside reviewers, and bi-lingual public outreach. It would be my honor to serve the City of Capitola, the City that I love and gave me a passion for public service, as a future Planning Commissioner.

Additional Attachments

Nicholas Brown Resume 2024.pdf

102.26KB

Acknowledgement Required *

Please note that appointment to this position may require you to file a conflict of interest disclosure statement or complete additional trainings with the City Clerk. This information is a public record and these statements are available to the public on request.

Acknowledged

Signature *

All information contained in this page is public data and will be made available for public review upon request. Qualifications and interests of applicants will be provided to the City Council in a public forum and will be reviewed before appointments are made. Questions regarding this application and appointment process should be directed to the Capitola City Clerk.



NICHOLAS CHRISTIAN BROWN

EDUCATION

University of North Texas, School of Public Affairs and Community Service Denton, TX

- Obtained Bachelor's of Emergency Administration and Planning. Minor: Psychology.
- Studied emergency management at the local, state, and federal level.
- Gained a broad understanding of NIMS, ICS, and SEMS concepts.
- Special projects include: Case studies of international disasters and creating a black swan exercise.
- Internship with Prospera Financial Services creating a new business continuity plan.
- Environmental Science I, II, and Env. Geology core class credits transferred from Collin College.

Defib This Emergency Response Training Inc. – EMT-Basic Training Program Santa Cruz, CA

- Obtained completion certificate for the EMT training course.
- Obtained 160 hours of didactic learning.
- 24 clinical hours with King's Ambulance Service- SF and Royal Ambulance Service - San Leandro.
- Successfully passed the NREMT exam and obtained certificate (2018).
- Obtained EMT-B license in the County of Santa Cruz,CA. Registry #E138738. Exp. 5/31/2022.

Truck Driver's Institute Watsonville, CA

- Obtained Class A Commercial Driver's License from the California DMV (2017).

BOARDS AND VOLUNTEER EXPERIENCE

Hazardous Materials Advisory Commission - Santa Cruz County: Commissioner 2019-2023 Served as the City of Capitola's appointed representative.

- Collaborated with other commissioners to contribute expert advice to the County Board of Supervisors.
- Participated regular meetings, virtually and in person.
- Request, book, and listen to experts that can contribute quality presentations to our Commission.

American Red Cross: Disaster Services Volunteer 2017-Present

Provide emergency disaster relief services and bilingual public health and safety education.

- Distribute disaster relief supplies and provide assistance to victims and evacuees of disasters.
- Disaster assessments of homes and generating reports for case workers.
- Conduct safety and disaster presentations at elementary schools for students.
- Sheltering operations, leading volunteers, feeding, and disseminating accurate info during activation.
- Team Leader of the Sound the Alarm: Home Fire Preparedness Campaign events.
- Attend the annual Red Cross Disaster Training Institutes.
- Operate Red Cross vehicles and work with Logistics to stage trailers and equipment.
- Serve as a Disaster Action Team and Disaster Health Services volunteer.
- Collaborate virtually and in-person for regular meetings and special events.

PROFESSIONAL EXPERIENCE

County of Santa Cruz - Planning Technician - 2022 - Present

- As support staff to the Planning Commission, perform clerical and administrative duties relating to code required procedures, helped facilitate the public meetings, and provided a point of contact for commissioners and the public.
- Assigned addresses to structures as the Addressing Coordinator and lead point of contact for street addressing.
- As the lead staff member of intaking discretionary permits, developing evolving procedures to manage and coordinate the intake of all discretionary permits.
- Providing routings for outside review agencies and managing vacation rental permits..
- Deliver a high level of customer service by providing bilingual assistance to the public at the General Information Desk.
- Perform the duties of Safety Liason for the fourth floor at the County Government Center.

AAA - Emergency Roadside Towtruck Operator - 2021-2022

- Providing safe and friendly emergency roadside assistance for broken down motorists.
- Providing safe delivery of delicate cargo in dense urban traffic.
- Following all laws, DOT, and DMV regulations. I also participated in continuing education courses as mandated by AAA.

Defib This - Chief Academic Officer / American Heart Association Instructor 2020 - 2021

Day to day leadership role, coordinating accreditation and approval efforts at the local and state level.

- Achieve cooperation among stakeholders to form successful consortiums, MOUs, articulation agreements, contracts, and service agreements.
- Lead executive team meetings and take meeting minutes, write reports, and submit applications.
- Understand the titles, codes, and laws for private trade schools at the Federal, State, Local level.
- Conduct in-person and virtual AHA BLS training courses.
- Facilitate bilingual AHA CPR and First Aid courses.
- Maintain EMT and Instructor credentials.
- Keep a current knowledge of the most recent NREMT and AHA learning objectives.
- Proctor skills for students in the EMT programs.
- Present emergency response training to Watsonville Youth Academy off-site at Watsonville FD.

Cork and Fork- Bartender

2017- 2018

Execute high-volume food and beverage service solo from open to close.

- Maintain broad knowledge of wines from California, South America, and Europe.
- Prepare small plates and hand-made pizzas while serving, receiving, and conducting sales.
- Set up, operate, mix, and break down the audio equipment and sound systems during the weekly open-mic night.

CURRENT CERTIFICATIONS & RELEVANT SKILLS

- Class A Commercial Driver's License - California DMV - [REDACTED]
- Emergency Medical Technician Basic - State of California- Registry #E138738. Exp. 5/31/2024.
- NIMS ICS 100, 200, and 700.
- Completion certificates in FEMA Independent Study (IS) courses: IS-00700 An Introduction to National Incident Management System, IS-01002 FEMA Grants Portal Transparency at Every Step,

IS-00906 Basic Workplace Security Awareness, IS-002362.a Multihazard Emergency Planning for Schools, and IS-00020.21 Diversity Awareness Course 2021.

TECHNICAL SKILLS

- Fluent in Spanish: Certified Level II -Santa Cruz County Bilingual Bank since 2023.
- Ability to host and lead meetings on various virtual platforms.
- Google, Apple & Microsoft Office, and social media savvy.
- Experience operating GIS and Google Earth applications.
- Experience operating various database software systems.
- Experience operating various Point of Sale systems.
- Enthusiastic public speaker.
- 15+ years of fine dining, rapid service bartending, serving, cooking and catering experience.
- Professional website management and professional sports journalism experience.