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## Instructions

You may fill out this application on-line by tabbing between fields and selecting the green Submit at the bottom once complete.

If you prefer to submit a paper application you can select the Print button at the bottom of the page. Printed applications require an original signature and date noted. Any additional documents will need to be attached and then mailed to the address at the bottom of the form.

Must be a resident of Nevada County to apply.

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## Profile

### Which Boards would you like to apply for?

Penn Valley Area Municipal Advisory Council: Appointed

Question applies to multiple boards

### Confirm your desired member position:

Member

### Incumbent?

Yes  No

Lisa

First Name

Duggins-rogers

Last Name

Home Address

Suite or Apt

Penn Valley

City

CA

State

95946

Postal Code

### Mailing Address (if different from residence)

### Business Address (Optional)

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### Supervisorial District 1 through 5 (Available from Election Office, 265-1298)

District 4

### Time(s) available to attend meetings (days, evenings, etc.)

Mid-day or Evenings

Email Address

**Business Email Address**

Primary Phone

Alternate Phone

**Are you currently employed with the County of Nevada?**

Yes  No

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**Interests & Experiences**

**Experience:** A resume, or additional sheets, may be attached containing any information that would be helpful to the Board in evaluating your application.

**Education/Employment Experience**

I currently work at Millennium Planning & Engineering as a Land Planner. I have attended South County MAC meetings via zoom, County project meetings in person and via Zoom, and Penn Valley Town Hall meetings in person.

**Community Experience and Affiliations**

I served on the board of the Gold County Softball Association for 4 years. (Vice President for 2 years and President the other 2 years.)

**List any other County boards, commissions, or committees on which you have served:**

I have not served on any County board, commissions, or committees.

**Other experience you feel would be helpful to the Board of Supervisors in making this appointment:**

I have been on the applicant side of many projects and have a good understanding of the process and steps required to complete a County and City permit submittal. With any type of committee or board I feel it is good to start locally, which is why I would like to be a part of the Penn Valley Municipal Advisory Council. My family moved to the Grass Valley area over 40 years ago. When I was looking for a place to call my own, I purchased property in Penn Valley and have lived there for over 20 years.

**References: Please list two references with telephone numbers**

[Lisa\\_Duggins\\_Rogers\\_-\\_Resume\\_-\\_2024.pdf](#)

Upload a Resume

Additional Attachments

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## Agreement

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**Applicants may be required by State Law and County Ordinance to file a financial disclosure statement as part of the appointment process. The form may be viewed at <http://www.fppc.ca.gov>. An Oath of Office will be required upon appointment. I have reviewed the Financial Disclosure Statement requirement.**

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I Agree

Applications must be filed with:

**Clerk of the Board of Supervisors - County of Nevada**

**950 Maidu Ave.**

**Nevada City CA 95959-8617.**

This application is a public document.

**Document-16360 Rev 1/2008**

# Lisa Duggins Rogers

Penn Valley, CA 95946 | [REDACTED] | [REDACTED]

## SOFT SKILLS

- Dependability
- Adaptability
- Problem Solving
- Organization
- Process Improvement
- Decision Making
- Time Management
- Teamwork
- Communication

## PROFESSIONAL EXPERIENCE

### LAND PLANNER

**Millennium Planning & Engineering**

**2021 - current**

Provide research, feasibility, and land planning for residential and commercial projects.

- Manage new project setup. Perform research and analysis to determine jurisdictional land use, zoning, and application requirements for entitlement and permit processing.
- Prepare project descriptions, environmental questionnaires and applications required for City, County and State permits and licenses.
- Work closely with all stakeholders, including clients, internal team members, subconsultants and multiple local and state agencies, including State Waterboard and California Department of Fish and Wildlife, to ensure a successful project.

### MANUFACTURING PLANNER

**Avid Technologies**

**2019 - 2020**

Directed contract manufacturing partner on prioritizing production and shipments to meet AVID customer demand.

- Placed purchase orders to keep worldwide 3PL's stocked with inventory based off SAP and Excel/V-Look up worksheets.
- Identified and managed orders that could be shipped direct from contract manufacturing partner in Mexico to AVID end customers.
- Managed shipments from contract manufacturing partner to AVID 3PL's and end customers.

### 3PL PROGRAM MANAGER

**1987 - 2018**

**Grass Valley, A Belden Brand** (Formally Grass Valley Inc.) - Grass Valley CA

Managed 3PL daily activities, afterhours process, cost savings, and revenue maximization. Monitored and ensured parts were available and delivered to customers within 24 hours.

Provided high-level vendor relationship management and daily direction to logistics employees.

- Led the tactical day to day actions in order to successfully transfer customer service SKU's from Memphis TN to Montreal Canada.
- Audited and streamlined process flows to increase on-time shipment.

- Participated in two highly visible Kaizen events for Customer Service which reduced processing time for service shipments from 4 to 2 days.
- Managed cycle count program for reconciliation of 6000 plus parts between 3PL and Grass Valley ERP systems, improved accuracy from 70% to 99%.
- Facilitated accurate labeling for transportation hazardous material safely.
- Negotiated contract with carrier- \$60K annual savings. Reviewed weekly invoicing for errors- \$100K annual savings.

### **SHIPPING PROJECTS COORDINATOR**

Managed DOF Shipments on a worldwide basis.

- Provided Import Clearance instruction for incoming Thailand shipments to the US.
- Managed DOF process from Mexico to the US for Grass Valley products.
- Audited freight invoices for duplicate billings resulting in \$100k annual savings.
- Enhanced Serialization and Barcode process increasing accuracy of shipment information.
- Streamlined the shipping department utilizing LEAN Manufacturing techniques resulting in faster processing times.

### **EXPORT COMPLIANCE MANAGER**

Managed World-wide Quote to Ship process for export compliance and ITAR licensing.

- Completed State License Application, supplementary letters, and compiled required documentation for license submission.
- Reviewed amended documentation for TAA license submission.
- Established Import Brokers- \$12k annual savings.
- Training completed: Trade Compliance Refresher Course ITAR, SIA 2008 Winter Back to Basics Conference.
- Supervised the day-to-day activities of both the Shipping and Trade Compliance department.
- Realigned the Trade Department resulting in 10% less overtime per month.
- Audited broker and forwarders documentation to ensure accuracy- \$150K annual savings.
- Implemented a new company insurance policy which reduced liability from 50K to 5K per shipment with no increase in cost.

### **TECHNICAL SKILLS**

- Microsoft Office: Word, Excel, Power Point, MS Project, and Access
- Systems: Oracle, Maxim, QAD, Paradox, SAP, Visual, SharePoint and SalesForce
- Project Management and CompTia Project+ Training