Priscilla Nguyen

Emergency Preparedness Specialist

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SUMMARY

Emergency preparedness specialist with 4 years in public health preparedness for a county of 1.6 million people. Plans points of dispensing, manages Medical Reserve Corps volunteers and writes grant reports for federal preparedness funding. Brings strong written communication, careful Microsoft Excel tracking and steady judgment during heat, smoke and outbreak responses.

EDUCATION

Bachelor of Science 05/2022

California State University, Sacramento Sacramento, CA

Public Health

EXPERIENCE

Emergency Preparedness Specialist 03/2024 - Present

Delta Valley Public Health Sacramento, CA

County public health department, emergency preparedness unit.

- Plan **12** points of dispensing for medical countermeasures, each sized to serve 10,000 residents in 48 hours.
- Manage 420 Medical Reserve Corps volunteers, running onboarding, credential checks and quarterly drills.
- Compile quarterly PHEP grant reports and track $1.8M in spending in Microsoft Excel.
- Activate cooling centers and smoke shelters with 8 partner agencies during 5 extreme heat and wildfire events.

Preparedness Program Assistant 07/2022 - 02/2024

Capital Region Healthcare Coalition Sacramento, CA

Coalition of hospitals, clinics and skilled nursing facilities.

- Organized 6 HSEEP exercises on patient surge and evacuation for 40 healthcare facilities.
- Built a bed-availability survey that facilities answered within 2 hours during ESF-8 activations.
- Wrote preparedness newsletters and checklists for long-term care facilities in plain language.
- Scheduled community outreach events that reached 3,000 residents with family emergency plans.

Health Education Intern 09/2021 - 05/2022

Sierra Foothills Community Clinic Auburn, CA

Part-time internship during senior year.

- Staffed 15 flu vaccine clinics, checking in patients and logging doses.
- Translated outreach flyers into Vietnamese for 2 neighborhood campaigns.
- Entered 2,000 immunization records into the state registry with no rejected entries.
- Recruited 25 bilingual volunteers for clinic check-in and follow-up calls.

SKILLS

Public Health Emergency Preparedness • Points of Dispensing • Medical Countermeasures Volunteer Management • HSEEP • ESF-8 • Grant Reporting • Community Outreach Microsoft Excel • Written Communication

CERTIFICATES

FEMA IS-100, IS-200, IS-700 and IS-800

FEMA Emergency Management Institute

09/2022