



Director Miller serves as the Chief Executive Officer of Jefferson County's Homeland Security and Emergency Management Department and is responsible for directing its organization, administration, and operations. She has authority to fully or partially activate the Emergency Operations Center adhering to WV State Code, develops and administers all budgetary matters including grant writing, project management, and reporting for the department, and supervises JCHSEM staff and volunteers. She is the NIMS Coordinator and the CRS (Community Rating System) Coordinator. Duties involve contact with local, state and federal government officials, emergency responder agencies, community leaders and other individuals to protect and promote the overall county's interest. She has served Jefferson County since 2002.

She holds certifications as a Certified Emergency Manager through the International Association of Emergency Managers; Certified Floodplain Manager through the Association of State Floodplain Managers; and holds a Level 3 Emergency Management accreditation through the WV Emergency Manager's Council.

Director Miller serves as the immediate Past Chair of the WV Emergency Management Council and previously served on the Board of the West Virginia Floodplain Manager's Association and the Natural Hazards Mitigation Association. She holds membership in NEMA (National Emergency Management Association), IAEM (International Association of Emergency Managers); ASFPM (Association of State Floodplain Managers); WVEMC (West Virginia Emergency Manager's Council); WVFMA (West Virginia Floodplain Managers Association), EPEMA (Eastern Panhandle Emergency Manager's Association), and Jefferson County LEPC (Local Emergency Planning Committee). She also serves on the national Resilient Neighbor's Network, serves on the American Public University System's EDMG/Fire Science Industry Advisory Committee, and is serving as a technical advisor for the No Adverse Impact (NAI) How-to Guide for Emergency Management/Floodplain Managers for ASFPM.

She has attended FEMA's Emergency Management Institute and emergency management training through the WV Division of Homeland Security and Emergency Management, WV Department of Military Affairs and Public Safety, as well as Crisis Leadership through Mountain State University. She is a graduate of the West Virginia Business College in Morgantown.

Director Miller has served as a guest instructor at FEMA's Emergency Management Institute in Emmitsburg, Maryland. She served as a speaker at the WV Emergency Manager's Council Conferences in Canaan Valley and Charles Town, WV; the Faces of Leadership Volunteer Conference in Charleston, WV; the WV Summit on Homeland Security at Stonewall Resort in Roanoke, WV; and the Natural Hazards Center Annual Workshop in Boulder, CO.

Director Miller was selected by her peers in the WV Emergency Management Council as the WV Emergency Manager of the Year in 2012.