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OBJECTIVE

To obtain a leadership position in Public Health with an organization where creativity and innovative ideas are encouraged and translated into outcomes and impact.

EDUCATION

Master of Business Administration <i>Goizueta Business School, Emory University</i>	May 2011
Master of Science in Health Care Administration <i>University of Maryland, University College</i>	May 2005
BS in Physiology and Neurobiology <i>University of Maryland, College Park</i>	December 2000

Work schedule: 40 hours/week; 8:30-5:00 p.m.

SKILLSET

Management: As the Deputy Director for Immunization Programs in Nigeria, I lead the management and operations of the CDC Global Immunization Division’s African Field Epidemiology Network Cooperative Agreement (AFENET CoAg). This entails overseeing the obligation and reconciliation of funds for technical support of the National Stop the Transmission of Polio (NSTOP) program in Nigeria, a project under the AFENET CoAg. This project has a staff of over 300 technical experts in polio and routine immunization activities, with over 200 management and support teams who are adhoc staff that support national polio campaigns and outbreak response efforts in the country.

As the Deputy Team Lead of the Africa team, I supported the Africa team lead in managing the polio emergency operations of team members by ensuring that staff received support on administrative and operational issues both in Atlanta and in the field. In November 2016, I traveled to Liberia to work with WHO and international consultants from Ghana on a desk review of Liberia’s surveillance of vaccine preventable diseases, which included acute flaccid paralysis, measles, yellow fever, and neonatal tetanus. To obtain the necessary information for a thorough review, the review team worked closely with representatives from Liberia’s Ministry of Health, the Disease Prevention and Control team, the Emergency Operations Center, and the country’s National Reference Laboratory.

As a former emerging leader, I have had several opportunities to serve in a project manager role within the Centers for Disease Control and Prevention (CDC). As a Public Health Advisor with the Division of Healthcare Quality Promotion (DHQP), I had to oversee several projects that entailed working with public health officials, law enforcement officers, and healthcare providers to develop implementable emergency response plans for communities in Oregon, California, and Illinois. In 2007-2008, I worked with the then Global AIDS program on the Country Operational Plan (COP) for Rwanda, analyzing activities within the COP against the allocated budget for Rwanda and evaluated the Columbia University/International Center for AIDS care and treatment Programs (ICAP) portfolio’s performance indicators against CDC Rwanda’s requirements in COP 2007.

In the fall of 2007, I traveled to Rwanda where I worked as a Program Administrator with CDC Rwanda. In that role, my responsibilities included overseeing the operation of the office; providing feedback on the performance of staff; interviewing and recruiting appropriate staff for advertised positions; identifying gaps within the operation of the office and providing potential solutions to the Director of CDC Rwanda; reviewing and editing impactful policies on men having sex with men (MSM) and circumcision; recommending, planning, and developing public health programs for the Rwandese population; and

developing and training healthcare personnel on proper infection disease control practices during the 2007/2008 Ebola outbreak on the border of Rwanda and Uganda.

In the summer/fall of 2014, I was recruited to assist in CDC's efforts to address the outbreak of the Ebola Hemorrhagic Fever (EHF) in West Africa. I worked with several offices within the agency to recruit staff for CDC's Emergency Operations Center (EOC) and for deployment to the three most affected countries. This required a lot of coordination, attention to details, respect, courtesy, and tact. The goal was to recruit the appropriate staff for the available positions while also positively maintaining the relationships with those individuals I interacted with for the recruitment of the potential incoming staff. The goal was achieved. About 6 months later, I was deployed to Liberia to assist with the Ebola response and while there, I participated in the Integrated Measles Campaign in Bong Country, Liberia. I worked with different local and international organizations to coordinate the campaign and to develop public health messaging to communities communicating the value of the campaign.

Leadership: From February 2018, I have worked in Abuja, Nigeria as well as other states within the country as a senior supervisor for polio campaigns and outbreak response. In this role, I provide oversight to vaccination teams, ward level focal persons, local government area (LGA) staff and state immunization officers on updated policies and practices on the polio eradication efforts per the global polio eradication initiative community. I also sit as a member of Nigeria's polio Emergency Operations Committee (EOC) as well as on the Operations group within the EOC. In this role, myself and other members develop national level policy and guidance on polio eradication efforts as well as guidance on the implementation these guidance.

In the summer of 2015, I participated in the CDC Policy Academy training course coordinated by the Office of Associate Director for Policy and the CDC Policy Academy Advisory Board. Through the training received from this academy, my team and I did extensive research into the return to play (RTP) laws in place at the time for all 50 states and Washington D.C. and developed a policy brief, which was cleared within the Injury Center and shared with the CDC Office of the Associate Director of Policy. We also worked with traumatic brain injury subject matter experts at the Injury Center and the CDC Creative Services Office to develop a polar graph that depicted a visual representation of a comparison of the components of the RTP laws in all 50 states and DC against 5 essential components that our research identified as key in any effective RTP policy. I presented our findings from this project at the 2016 Safe States Alliance Conference convened on April 12-14, 2015 in Albuquerque, New Mexico.

In early 2015, I took on the role as chair of the National Center for Injury Prevention and Control's (the Injury Center) Diversity Learning Subcommittee. The goal of the subcommittee is to increase the awareness for the need for a diverse workplace in knowledge, gender, race, age and other areas that emphasize the need for diversity. Under my leadership, we had several impactful events around increasing awareness of the need for diversity and inclusion in the workplace. In the summer of 2013, I served as the Acting Team Lead for the Issues Management team within the Office of Policy and Partnership while the Team Lead was on maternity leave. In my role as Acting Team Lead, I made decisions on the strategic direction of the Issues Management team. I also coordinated and oversaw the workload of the other member within the team. As the Public Health Advisor with the Healthcare Preparedness (HPA) team within DHQP, I oversaw and provided strategic direction on the community-based emergency preparedness plans as well as the development of the long-term care emergency preparedness plan. Under my leadership, the team produced the Long-Term Care Emergency Preparedness Tool Kit, which not only integrates long-term care facilities into the emergency preparedness of the communities in which they are located, but also equipped those facilities with the necessary knowledge needed to be better prepared for an effective response in the event of a public health emergency.

While in CDC Rwanda in 2007/2008, I developed and also edited protocols and proposals submitted by both CDC Rwanda and CDC Rwanda partners on addressing the health care issues in Rwanda, in particular, the proposed research on HIV drug resistance. I also developed EHF Training Materials for PEPFAR, Treatment Research AIDS Center (TRAC), and the specialized agency of the Rwandan Ministry of Health that responds to infectious disease outbreaks.

In my role as a Public Health Analyst within the CDC's Injury Center, I led the efforts within my office to gather information on unintentional injury and violence related best practices and co-led the efforts with the Office of Communication within the Injury Center to develop a comprehensive strategy plan for conveying information about the occurrence and prevention of injury and violence, as well as information on CDC's prevention programs as they related to issues such as prescription drug overdose (PDO), traumatic brain injury (TBI), and motor vehicle (MV) injuries amongst others.

I've also worked very closely with CDC Washington and CDC's Office of the Chief Financial Officer to strategize outreach plans to Congressional members on the Hill, which increased the visibility of our work at the Injury Center and contributed towards securing an increase in the funding level that the Injury Center received in FY 2014 and FY 2015.

Budget: As the Deputy Director for Immunization Programs in Nigeria, I oversee the execution of the budget for not only the AFENET CoAg, but also for the execution of post-held funds for all staff members on the team. I develop the proposed budget for the team members and work with the CDC Atlanta to ensure funds are transferred to the CDC Nigeria office. I also ensure that the team's spendplan is developed and communicated to the CDC Atlanta office. My role is critical in ensuring that the costs associated with the team are budgeted for, approved, appropriately obligated, reconciled, and closed at the end of the fiscal year.

In my role as Deputy Team Lead on the Africa team, I provided technical and administrative oversight on the WHO, UNICEF, PAHO, and AFENET Cooperative Agreements. I also provided strategic advice to the team lead on the execution of budgets, mechanisms to obligate funds for procurement of services, and for human resources acquisition.

In my role as a Public Health Analyst with the Injury Center, I worked with other team members and the divisions within the Injury Center to develop injury-related activities for the Congressional Justification, which ultimately becomes the President's budget and the source of the funding for the Center.

During my role as a Public Health Advisor with the HPA team within DHQP, one of my primary responsibilities was to manage HPA's budget. My role entailed ensuring that funds were properly obligated to projects and ensuring that every dollar received was used to improve the work we did as a team, and ultimately as an agency. If new project ideas were identified within the team, I worked with team members to project the costs associated with implementing the project(s) and developed the justification for why these projects should be funded. Additionally, I worked with the Office of the Chief Financial Officer and other Divisions within CDC to secure additional funding, as needed, for our programs. I also worked very closely with DHQP and OPHPR (once the HPA team transitioned to OPHPR) to identify ways that the funds we received were used for impactful programs.

Furthermore, I developed the Interagency Agreement (IAA) with the Department of Energy's Oak Ridge Institute for Science and Education (ORISE) to develop pandemic influenza tools and templates for healthcare systems and healthcare professionals (e.g., Primary Care Physicians, Long-term Care Providers etc.). If there was a need for an extension in the IAA's project period, I developed the no-cost extension justification required to ensure that the implementation of the program continued undeterred.

WORK EXPERIENCE

60-day Detail: Deputy Director, CDC Nigeria

November – January 2021

- Served as the CDC Deputy Director for Management and Operations and the principal management and administrative person for CDC PEPFAR, PMI, ITF, and CARES Act funded activities.
- Oversaw the overall planning, directing and timely execution of several program segments, managed through separate subordinate organizational units.
- Represented CDC at the Embassy management meetings where updates and information for various organizations' awareness was made
- Provided supervisors and staff with direction and advice regarding policies, procedures, and guidelines.

- Provided oversight for all in-country travel and reviewed and authorized travel vouchers in compliance with the CDC travel policy.
- Worked closely with the human resource to fast track several recruitments and oriented them into the CDC Nigeria office.
- Worked closely with the CoAg, finance, IT, procurement, and communication team to ensure pending activities were executed and followed through within the allotted timeline
- Reviewed and approved time & attendance and leave requests for locally employed staff.

Technical Advisor to the Presidential Task Force on COVID-19 June 2020 – January 2021

240-day Detail: Office of Chief of Secretariat, Presidential Task Force on COVID-19 (PTF), Nigeria

- Provided technical guidance to the Chief of Secretariat (CoS) of Nigeria's Presidential Task Force on COVID-19. This included providing input to PTF policy briefs, such as lockdown measures and the easing of those measures, school reopening recommendations, flight resumption and airport reopening procedures etc., providing recommendations to the CoS on managing the challenging relationships between the PTF and its constituent MDAs, developing presentations made by the National Coordinator to the PTF Ministerial Council, and supporting the development of key technical documents such as the Pandemic Response Plan, the PTF Mid-term Review Report, SOPs for the PTF Secretariat, and TORs for PTF consultants.
- Worked closely with the Pillars and the PTF consultants to coordinate and document the COVID-19 response efforts in Nigeria. Specifically, worked directly with the Resource Mobilization and the PTF consultants to track the resources provided by the Federal Government of Nigeria and Stakeholders and their distribution to the Ministries, Departments, Agencies, and States.
- Worked directly with the Government Relations Pillar by providing assistance on improving coordination across the states and increase their ownership and commitment of the COVID-19 response efforts. Additionally, supported the review of State Incident Action Plans in for COVID-19 response and worked with the World Bank on the approval of state plans and release of funds to the respective states. Also worked closely with the resource mobilization team to track resources donated to the PTF response effort and manage the database that collated this information.
- Supported the National COVID-19 response center by supporting the finalization of its organogram, provide oversight to the supplies and equipment needed for the Secretariat, provided oversight to consultants hired to provide support to the PTF, and engage donors to support specific needs within the Secretariat.
- Reviewed budgets submitted by Ministries, Departments, and Agencies (MDAs) and made recommendations on how requests could be strengthened and how funds could be better allocated. Working with the PTF Finance Officer and the Permanent Secretary General Services Officer's Office, supervised the allocation and disbursement of funds to the PTF MDAs, ensuring that proper documentation was in place before disbursement of funds are approved.
- Reviewed control correspondences from PTF MDAs, other government entities, civil societies and NGOs, donors and partners, and members of the public, and drafted responses for the National Coordinator and the Secretary General of the Federation. Additionally, drafted letters to donors on behalf of the National Coordinator requesting for support to the PTF and the Secretariat on specific needs, which were followed up in these requests. These letters included funding requests, requests for lockdown exemptions, etc.

Centers for Disease Control and Prevention (CDC)

Deputy Director Immunization Programs, Nigeria

February 2018-Present

Global Immunization Division

- Provide oversight for the development and implementation of the activities in the Africa Field Epidemiology Network (AFENET) Cooperative Agreement (CoAg) and National Stop the Transmission of Polio (NSTOP) program activities in 12 priority states in Nigeria and ensure that funds are appropriately planned for, obligated, tracked, and that the burn rate of the funds is on course as expected.
- Provide guidance on the activities to be funded by the GID and Division of Global Health Protection (DGHP) and International Federation on Red Cross and Red Crescent Society (IFRC) CoAgs and

guide the team on activities to consider in the event that planned activities cannot occur. Also review budget submissions to Notice of Awards and provide technical reviews of organizations' submissions.

- Led the National Immunization Coverage Survey and Multi-Indicator Cluster Survey (NICS/MICS) in Nigeria with a special focus on Bauchi and Sokoto state, two states with the lowest coverage survey for immunization in the country. This entailed close collaboration with the National Primary Health Care Development Agency, the National Bureau of Statistics, and UNICEF
- Oversee contracts/grant/cooperative agreement program and project management functions for program evaluation and measurement, population-based surveys/censuses, and health information systems projects, including international family planning and reproductive health programs implemented in low- and middle-income countries
- Provide oversight to the management of the District Health Information Software, which is the information software used in over 60 countries, including Nigeria, for the reporting, analysis, and dissemination of data for all health programs
- Worked with team in-country to design a project to improve program evaluation and measurement, population-based surveys/censuses, and health information systems, including for family planning/reproductive health in Nigeria.
- Support the resource mobilization team within the US Embassy's incident management structure set up to support the COVID-19 response in Nigeria. Worked closely with staff from other divisions within CDC, USAID, DoD, and the Embassy front office to determine resource needs for the response across operations, laboratory, logistics and supplies, planning, and risk communication. Also developed a plan to promote the COVID-19 support the US Government provided to Nigeria from the onset of the COVID-19 pandemic.
- Collaborated with the National Primary Healthcare Development Agency (NPHCDA) and other in-country partners and stakeholders on the development of a plan to train over 220,000 healthcare workers and community volunteers on infection prevention and control measures to adopt during the COVID-19 pandemic and to roll out the COVID-19 vaccine across all 36 states and the Federal Capital Territory.
- Work closely with the national polio Emergency Operations Center (EOC), WHO, UNICEF, BMGF, Rotary, GAVI, and other global and in-country partners on strengthening Nigeria's response to polio outbreaks and in improving the Global Polio Eradication Initiative (GPEI) to include improving Nigeria's immunization performance and polio coverage specifically amongst children <1 years and <5 years.
- Determine funding streams to transfer funds from CDC Atlanta to CDC Nigeria and negotiate carryovers to support needed activities in the country despite the cuts in polio budget
- Develop the budget for the GID Nigeria team post held funds and ensure that funds are adequately obligated, reconciled, and retired within the CDC Nigeria office. Also develop budget for activities that will improve planning for RI coverage in the country such as the Nigeria Multiple Disease Serologic Surveillance using Stored Specimens (NMS4) and disease specific activities that strengthen RI in the country such as Hepatitis B and measles specific activities
- Served as the CDC GID lead focal point for the auditing and compliance of the AFENET CoAg in 2019. From this assessment, it was determined that the organization needed support in improving the tracking of their budgets and that the overhead cost (20%) needed to be negotiated to a lower rate. Worked with the Project Officer of the CoAg to negotiate a lower rate (10%). This is currently under discussions with the AFNENT Board of Directors.
- Ensure that the CDC office and embassy costs shares are appropriately charged and approved by GID Nigeria and GID Atlanta, while providing oversight to the operational and administrative needs of both the USG direct hires and the locally employed staff.
- As a member of the Nigeria Polio EOC and the EOC's operations group, collaborate with other GPEI partners on strengthening Nigeria's polio eradication efforts such as polio campaigns and in-between round strategies to improve polio vaccination coverage amongst eligible children, especially in security compromised and hard to reach populations.
- Support the Chief of Secretariat for the Presidential Task Force on COVID-19 in the coordination and response of the COVID-19 event in Nigeria. Additionally, reviewed requests from Ministries, Departments, and Agencies for their FY 2020 budget and special levy funds for COVID-19 related activities. Furthermore, planned and oversaw the conduct and of the PTF's mid-term review and the

development of the report for onward distribution to key members of the PTF and other stakeholders. Additionally, responded to controlled correspondence from ministers, director generals, leaders of for-profit organizations, non-governmental organizations, and members of the public.

- As a member of the National Emergency Routine Immunization Coordination Center, collaborate with other developmental partners and the Government of Nigeria to develop and implement RI strengthening strategies such as the Optimized Integrated Routine Immunization Sessions; Develop communication material on new vaccine related initiatives for public information and awareness; Reaching Every Ward microplans to ensure optimal RI coverage amongst eligible children across Nigeria including those in hard to reach, nomadic/mobile populations, and security compromised areas in the country; measles second dose and meningitis A introduction into the Nigerian RI schedule, and the Integrated Medical Outreach Program in which a component of the program included a routine immunization strengthening component in 109 of the lowest performing local government areas (LGAs) in Nigeria
- Collaborate with the Government of Nigeria, WHO, UNICEF, BMGF, USAID and other FGoN partners on developing policy documents and guideline documents such as the Nigeria Strategy for Immunization and PHC System Strengthening, the National Immunization Policy, the GAVI Joint Appraisal Review, and proposals for the country's health system strengthening plan
- Worked with African Health, an independent organization that was funded by CDC to assess AFENET's impact in polio eradication and routine immunization in Nigeria. From this evaluation, provided technical input on the findings, methodology, and evaluation process. This information informed the CDC/AFENET strategy in the next CoAg cycle.
- Serve as senior supervisor during polio and measles campaigns to ensure quality campaigns

Deputy Team Lead, Africa Team
Global Immunization Division

August 2016-February 2018

- Served as a recognized expert in the polio eradication activities for AFRO countries
- Provided technical support to AFRO countries to achieve polio eradication
 - Supervised microplanning activities and national polio campaigns in Cameroon to ensure high quality campaigns, and mentored health districts in the implementation of Supplementary Immunization Activities (SIAs) by training vaccination teams, monitors, and the health district officials
 - Organized and supervised training sessions (i.e., data management, AFP and VPD surveillance activities) for over 20 healthcare workers in Liberia, Cameroon, Madagascar
 - Performed surveillance of AFP and other VPDs in poor performing districts in Cameroon and Liberia
 - Conducted an external review of the AFP and VPD surveillance systems in Liberia
 - Designed, planned, and initiated an epidemiological study in Guinea to understand the migration pattern of the Siguri gold miners and to understand the
 - Evaluating data collection, quality control, and data utilization methods used in AFP surveillance analysis in AFRO countries
- Developed guidelines and protocols for AFRO countries and for the Africa team members to streamline and curtail logistical challenges when out in the field and back in CDC HQ
- Supported the Africa team lead in managing the polio emergency operations of Atlanta and Africa field-based staff by ensuring that team staff based in Atlanta and abroad received clear guidance and support on administrative and operational issues.
- Supported and assisted CDC efforts in implementing and evaluating emergency polio outbreak response plans in close collaboration with WHO, UNICEF, Gates Foundation and other Global Polio Eradication Initiative partners.
- Provided strategic advice to the team lead on the different funding mechanisms, and on the management and execution of budgets, procurement of services, and human resources.
- Developed budgets and conducted procurement actions for the Africa team.
- Provided technical and administrative oversight to the Polio Eradication Branch's (PEB) cooperative agreements with WHO, AFENET, PAHO, and UNICEF.

- Collaborated with the Africa team lead on the development and monitoring of activities and budgets for the African region under the WHO, AFENET, PAHO, and UNICEF cooperative agreements with PEB.
- Represented the Africa team in Deputy Team Leaders meetings for response, recruitment, and resource management.
- Assisted with recruitment and evaluation of candidates for Atlanta based and WHO seconded positions.
- Managed biweekly team meetings to ensure follow up on action points

Public Health Analyst

April 2013 – August 2016

National Center for Injury Prevention and Control, CDC

- Drafted testimonies and legislative proposals for the Center Director's briefings with Congressional members on and off the Hill
- Led the development of numerous briefing material for congressional staffers and subcommittee and committee staffers on CDC's role in preventing injuries and violence in the United States.
- Collaborated with team lead on the strategic direction of the Injury Center as they pertain to injury and violence related activities for current and future fiscal years.
- Developed outreach plans with CDC Washington and CDC's Office of the Chief Financial Officer for the communication of new releases and findings on unintentional injuries to CDC leadership, partners, members of Congress, and the public.
- Reviewed and translated NCIPC budget recommendations from the Senate and the House to the Divisions and Center.
- Co-led the efforts to develop a communications strategy on PDO, TBI, MV injuries amongst others to relay information on these unintentional injury topic areas to different audiences which included congressional members, partners, and the public.
- Collaborated with CDC Washington and the Divisions within NCIPC on outreach strategies of materials and information released by the Center.
- Developed responses to congressional inquiries on injury-related activities and responded to controlled correspondence from congressional members, the public, and private sectors on injury-related issues/activities. Uploaded these documents on SharePoint.
- Managed the legislative team's SharePoint site and referenced the site to research the Injury Center's interaction level with the different congressional members who had an interest in injury-related activities.
- Monitored and scanned Bloomberg, Congressional Quarterly and other Congressional outlets to identify potential injury-related issues, based on both current events and the Center's priority topic areas, identified potential solutions to the issues, and after an assessment of risks and opportunities presented by each solution option, recommended the most impactful solution to the issue.
- Reviewed public health scientific legislation, executive directives, Departmental policy issuance and analyzed their impact on public health.
- Led the Injury Center's 2015, and 2013 Congressional Briefing Training to prepare Division and Center level staff for briefings on the Hill.
- Developed material for the Energy and Commerce Oversight and Investigations Subcommittee on the Federal Government's role in addressing prescription drug overdose and preventing the transition from prescribed opioid abuse to heroin use.
- Developed briefing material for, and staffed the Director of the National Center for Injury Prevention and Control's at a West Virginia district event on the impact of the epidemic of prescription drug overdose on West Virginia, and the solutions and challenges the state implemented and encountered respectively. The event was hosted by Congressman Nick Rahall (D-WV) and had representatives from SAMHSA, NIDA, DOJ, and ONDCP.
- Collaborated on the development of material for two Senate Special Committee on Aging Hearing on the Hill. The focus of the first Hearing was on older adults and transportation as a public health issue. The second hearing focused on the long-term effects of TBI and CDC's role in addressing this public health issue.
- Developed a co-sponsorship agreement with Operation UNITE to promote the 2016, 2015 and 2014 Rx Drug Abuse Summits in Atlanta, GA. Led the promotion of the Summit at the Center level.

- Developed the Office of Policy and Partnership Employee Handbook for new comers into the Office.
- Served as an Award Board Representative of the 2013 NCIPC Honor Awards Ceremony, which convened in January 2014.

Public Health Analyst – Ebola Response

April 2015 – May 2015

Bong County, Liberia

- Collaborated with the Liberian Ministry of Health, USAID, WHO, and partners that included various public, non-profit organizations on developing public health messaging to communities that communicated the importance of the IMC for the well-being of their children.
- Provided technical support and strategic direction to the leadership of the Bong County Health Team (CHT) on the implementation of round 2 of the 2015 Integrated Measles Campaign (IMC).
- Collected, verified and inputted data for the measles campaign from the 8 districts within Bong County. Worked with the data manager of the CHT and the National Surveillance officers of Liberia analyzing the data collected during the IMC.
- Provided supervisory and logistical support to vaccination teams in the field who were providing the measles, polio, and mebendazole vaccinations to children under 5.
- Worked with the County Health Surveillance Officer to identify gaps in the current surveillance system in Bong County and provided recommendations on ways to address these gaps.
- Established partnerships with International Medical Corps to provide logistical support to clinics within Bong County as part of the health systems strengthening efforts for the county.

Public Health Administrator – Ebola Response

September 2014 – October 2014

Emergency Operations Center (EOC)

- Developed training material (presentation and posters) for the Ebola response teams in Guinea, Sierra Leon, and Liberia.
- Coordinated the staffing and personnel needs for positions in-country (Guinea, Sierra Leon, Liberia, and Nigeria) and at the CDC EOC Desk in order to facilitate the response to the Ebola outbreak in the four above mentioned countries.

Public Health Analyst

February 2012 – April 2013

Division of Parasitic Diseases and Malaria, CDC

- Served as the Division of Parasitic Diseases and Malaria's (DPDM) point of contact for the responses to policy and congressional inquiries across CDC and from the Department of Health and Human Services (HHS) and other DPDM partners.
- Supported policy activities related to budget formulation and DPDM specific initiatives, WHO reviews, and legislative analysis for non-scientific audiences.
- Prepared directives, issuances, memoranda, and policy statements to introduce new initiatives and to recommend effective operations consistent with overall program objectives.
- Reviewed public health scientific legislation, executive directives, Departmental policy issuance and analyze their impact on public health.
- Facilitated the development of CDC's comprehensive programmatic and scientific response to emergency public health issues relevant to the mission of the organization.
- Oversaw the development of the FY 2014 DPDM budget.
- Developed cooperative agreements, Intra-Agency Agreements, cooperative agreements, and contracts for the execution of projects overseen by DPDM.
- Prepared briefings and other documentation in response to requests from the Center for Global Health (CGH), and manage hearings and visits involving Members of Congress.
- Developed responses to inquiries from Drs. Thomas Frieden, Kevin DeCock, and Secretary Katherine Sebillius.
- Served as DPDM's chair for the Center for Global Health's Diversity Team.
- Developed DPDM fact sheets and at-a-glance document that highlight the purpose, mission, vision, goal, and objective of the division.
- Served as the subject matter expert for division-wide documentum issues. Documentum is the system that the division uses to clear its publications.

- Developed DPDM's Employee Handbook for new comers into the division.

Public Health Advisor

September 2008 – February 2012

Division of Healthcare Quality Promotion, CDC

- Served as the Principal Management Official (PMO) for the Healthcare Preparedness Activity (HPA) group within the OD of the Division of Strategic National Stockpile (DSNS).
- Served as the Advocacy Champion for DSNS's strategic planning objectives.
- Developed cooperative agreements, Intra-Agency Agreements, cooperative agreements, and contracts for the execution of projects overseen by HPA.
- Developed and oversaw the execution of the Healthcare System Surge Capacity at the Community Level: a National Study project. This project compared different health care providers' capacities to absorb and manage surges in demand related to pandemic illness and other emergencies across a variety of health care markets. The final deliverable of this project will be a report that can guide future public and private-sector health care organizations' preparatory efforts for a response to a notice and no-notice public health emergency.
- Led the situational awareness efforts to identify hospital resource needs during a public health emergency. This included the development of a program where hospitals discussed lessons learned from the H1N1 response during the summer of 2009 and the identification of strategies to ramp up these resources so that the re-emergence of a similar outbreak in the fall will result in an effective response and reduced healthcare costs to those that will be affected and seek healthcare.
- Designed the format of the Los Angeles (LA) and Oregon Region 2 Medical Care Model Workshops and led the development of LA County's Mass Medical Care Model and Oregon Region 2's Alternative Standard of Care which are both intended to improve the respective communities in their response efforts to a mass illness event and the effective management of a huge surge in the demand on the healthcare system during such an event.
- Spearheaded the development of a tool for long-term care facilities to use in preparation for a mass casualty illness within their community. A group of long-term care facility representatives and Federal and non-federal stakeholders with multidisciplinary backgrounds identified and addressed the gaps within the insurance industry, long-term care facilities, and the U.S. Healthcare delivery system during an influenza pandemic and/or other infectious diseases and bioterrorist threats and from this meeting, the LTC Organizer was developed.
- Co-led the Primary Care Office stakeholder meeting and the Clinical Triage Algorithm meetings.
- Responded to inquiries from Congress and political affiliates on H1N1 and the healthcare preparedness efforts underway to help inform healthcare delivery during a public health emergency.
- Functioned in the Healthcare Delivery (HCD) Seat at the Pandemic Influenza Exercises held at the Director's Emergency Operations Center (DEOC); responded to inquiries made by participants of the exercise and other seats within the DEOC.
- Reviewed and provided written feedback on numerous healthcare preparedness documents such as the DHQP's Continuity of Operations Plan, the Deployment Guide for CDC Personnel, the HSPD-21 Legal and Regulatory Report, and on the Trust for America's Health report and on the development of tools such as the Community Assessment Tools, Community Assessment Questionnaires, and WebEx for communities to use in their planning for a pandemic influenza response.
- Served as the budget liaison between the DHQP, the Division of State and Local Readiness (DSLRL), and the Competitive Pandemic Influenza Essential Services grantees; reviewed the budget entered into PERFORMS by the grantees and provided feedback to DSLR Project Officers and other DHQP staff members on the accuracy of the budget information entered into the system.
- Provided responses and feedback to Competitive Pandemic Influenza Essential Services Project grantees' questions and concerns.
- Functioned as the technical expert on issues triaged to the Healthcare Delivery functional seat during the Emergency Operation's Center's activation for the H1N1 flu outbreak; triaged and responded to inquiries from different community healthcare delivery sectors on issues related to the mitigation of the spread of the H1N1 flu.
- Identified and facilitated the discussions that addressed the gaps and public health issues in the Champaign, Illinois and Salem-North Carolina workshop on Community Partnerships for Pandemic

Influenza Planning held in Indianapolis, Indiana and in the Summit County's Alternative Care System workshop held in Chautauqua, New York.

Public Health Analyst

April 2011 – August 2011

120 day Detail: Office of the Director, National Center for HIV/AIDS, Viral Hepatitis, STD, and TB Prevention, CDC

- Supported policy activities related to budget formulation, initiatives, GAO reviews, WHO reviews, and legislative analysis.
- Prepared directives, issuances, memoranda, policy statements, and legislative proposals to introduce new initiatives and to recommend effective operations consistent with overall program objectives.
- Developed responses to requests from within CDC, HHS, Congress, and other partners.
- Developed guidance materials for local partners to use while implementing the 5% transfer authority across HIV, STD, TB, and HIV.
- Drafted talking points, presentations, and developed briefing materials such as the legislative information book, for senior leadership.
- Evaluated, analyzed and translated complex scientific information for a non-scientific audience.
- Analyzed and summarized information for use in policy-related communication products.

Project Officer

May 2008 - September 2008

Emerging Leader Rotation: Division of State and Local Readiness, CDC

- Spearheaded the development of a program management strategy for the competitive pandemic influenza At Risk population project in order to ensure that the program met all timelines and the ultimate objective of the project of ensuring that the At Risk population within the jurisdictions of grantees was achieved.
- Led a workgroup to develop and maintain a tracking tool that provided updates of how the Division of State and Local Readiness's (DSLRS) annual Public Health Emergency Preparedness (PHEP) Interim Progress Report (IPR) review was progressing.
- Reviewed PHEP's IPR using the budget tracking system, PERFORMS, and provided responses and feedback to the PHEP project grantees' questions and concerns.

Program Administrator

October 2007 – February 2008

Emerging Leader Rotation: Office of the Director, CDC Rwanda

- Collaborated with the Rwandan Ministry of Health and partners that included various public, non-profit organizations on planning, developing, and implementing public health programs specific for the needs of the Rwandese population.
- Developed Ebola Hemorrhagic Fever training materials for PEPFAR, Treatment Research AIDS Center, and the specialized agency of the Ministry of Health that responds to infectious disease outbreaks.
- Developed and edited protocols and proposals submitted by both CDC Rwanda and CDC Rwanda partners on addressing the health care issues in Rwanda, in particular, the proposed research on HIV drug resistance.
- Analyzed CDC Rwanda's COP activities against the allocated budgets and evaluated the Columbia University/International Center for AIDS care and treatment Programs (ICAP) portfolio's performance indicators against CDC Rwanda's requirements in COP 2007.
- Collaborated with the Communications staff of the Rwanda United States Agency for International Development (USAID) to develop a CDC Rwanda Fact Sheet that summarized all CDC-specific activities and highlighted the activities of all CDC Rwanda partners.
- Approved financial transactions, petty cash requests, and timesheets for Comforce contractors in the absence of the Deputy Director of Management.
- Coordinated the physical move of the CDC Rwanda office into the U.S. Embassy in Kigali, Rwanda.
- Developed interview questionnaires and served as a panel member for numerous CDC Rwanda positions including locally employed staff, personal service contractors, and IETA fellow interns.

Program Specialist

July 2007 – September 2007

Emerging Leader Rotation: Assets for Independence, ACF

Adeyelu Asekun, MBA, MHCAD

- Provided Technical Assistance in the form of step by step guidance, via phone calls and e-mails, to grantees on addressing issues they face with their AFI grants.
- Designed a process to track mis-distributed funds given to AFI grantees in previous years.
- Collaborated with contractors within AFI to organize the AFI University Conference in St. Louis where AFI grantees were encouraged to increase their networking efforts.
- Analyzed the current AFI² system, a system that helps the grantees and case managers better track and evaluate the progress of the AFI program, by testing and recommending changes to the current system that would make it a more user friendly system.
- Designed a business process for the Assets for Independence (AFI) case managers to improve their communication with grantees.
- Organized an Earned Income tax Credit conference for the Office of Community Services grantees to increase their awareness of the financial tool.

Budget Analyst

April 2007 – June 2007

Emerging Leader Rotation: Financial Management Office, CDC

- Prepared and reviewed materials to be included in the FY 2008 and FY 2009 CDC budget submission to the Department of Health and Human Services, Office of Management and Budget, and Congress.
- Edited responses submitted by CDC programs in response to the questions submitted by the Office of Management and Budget for the 2007 Program Assessment Rating Tool evaluation.
- Developed briefing books and other materials for CDC leadership and external partners in preparation for CDC's budget request meeting before the Department of Health and Human Services using the MAX system.
- Evaluated information from the appropriations hearing report by comparing reports of previous years and highlighting areas that are common and different in order to evaluate changes in Congressional decisions and communicated these changes to the programs appropriately.
- Evaluated the relationship between the FY 2008 budget submission to Congress and the FY 2008 House Mark and gave a presentation on the differences to FMO staff.
- Developed materials for the Budget Formulation and Public Health Policy Branch's orientation manual.

Program Evaluation Administrator

January 2007 – March 2007

Emerging Leader Rotation: Division of Tuberculosis Elimination, CDC

- Revised and updated Tuberculosis measures and targets to ensure that they were realistic and attainable.
- Researched Tuberculosis grantee progress reports to ensure that their programs were in compliance with the mission of the Division of Tuberculosis Elimination.
- Evaluated documents and results of states programs for evidence of the elimination of Tuberculosis in the U.S. and world-wide.
- Coordinated responses to the Office of Management and Budget's requests on the Program Assessment Rating Tool for Tuberculosis elimination.
- Coordinated responses to the A to Z questions from the appropriation hearing at Capitol Hill.
- Compared the Government Performance and Results Act (Public Law 103-62 of August 1993) to the Program Assessment Rating Tool and highlighted the differences and similarities to DTBE staff.
- Analyzed legislature documents and Congressional bills to create a reader friendly version of the documents.
- Reviewed cooperative agreements and updated information on the funds allocated to the 68 cities, states, and territories for Tuberculosis elimination in order to track the change in TB cases in the US.
- Reviewed grant announcements for the elimination of Tuberculosis, which resulted in the funding of grants that had the common interest of Tuberculosis elimination in the US and globally.
- Collaborated with the National Tuberculosis Controllers Association to host the World Tuberculosis walkathon by marketing the event and soliciting sponsorships from the public.

Public Health Advisor

July 2006 – December 2006

Division of Healthcare Quality Promotion, CDC

Adeyelu Asekun, MBA, MHCAD

- Organized the coordination of the Division of Healthcare Quality Promotion's healthcare preparedness efforts by researching the number of mechanical ventilations that are available in the US.
- Networked and collaborated with over 20 hospitals and health care centers to develop home health care guidelines for communities during a pandemic influenza.
- Identified and suggested recommendations to resolve substantive problems in the division's program operations.
- Designed surveillance data collection tools and materials, and assisted in collecting and analyzing data collected from the research findings of the E. Coli outbreak in California.
- Integrated data from financial management components to assist in the program planning and decision making functions of the center.
- Peer reviewed Healthcare related articles from the Journal of Human Health.

BioReliance Invitrogen BioServices

Associate Scientist

July 2002 – July 2006

- Developed assay procedures to determine the effectiveness of the Influenza neurovirulent vaccine in accordance with client specifications.
- Performed cell culture with Vero 76, 293, 21323, MDBK, MDCK, and HeLa cell lines.
- Performed and trained lab personnel on assays certified to perform.
- Prepared and delegated work schedules to lab personnel.
- Assisted supervisor with the formulation of annual budget.
- Collected, organized, and analyzed scientific data using excel, Probit Analysis and Minitab calculations.
- Prepared and presented assay results to lab personnel, supervisor, and clients.
- Managed the tracking of test samples using the Oracle Tracking System.
- Managed the inventory system used for monitoring, tracking, and ordering lab supplies.
- Created and reviewed Standard Operating Procedures and controlled documents for laboratory procedures.
- Maintained and reviewed assay workbooks, batch records, and FMDC forms and documentations for Quality Assurance audits.
- Created cGMP and cGLP compliant batch records and FMDC forms.
- Familiar with cGCP, cGMP and cGLP laboratory practices.
- Familiar with protocols and proposal analysis.

BBI Biotech Research Laboratories Inc.

Research Associate

August 2001 – July 2002

- Processed buccal cells and fresh blood for peripheral blood mononuclear cell (PBMC) isolation, plasma, and/or serum separation.
- Cryopreserved viable PBMC, red blood cells (RBC), and lymphocytes.
- Received and inventoried specimen collections into the database.
- Monitored the temperatures of the freezers that contained the specimen collections.
- Retrieved and aliquoted requested samples.
- Utilized sterile techniques for equipment and sample handling to ensure proper handling and cryopreservation of bio-hazardous samples and materials.
- Performed quality assurance procedures to maintain inventory control and accurate record keeping.
- Shipped infectious materials and diagnostic specimens per IATA regulations.

Trainings

- Obtained COR-I certification in January 2019
- Accepted into the Global Bidding and Assignment System inaugural pilot study, where I have received the medical and security clearances required for immediate deployment overseas.
- Nominated for and participated in the inaugural CDC Policy Academy coordinated by the Office of Associate Director for Policy and the CDC Policy Academy Advisory Board. The Policy Academy is intended to provide a premier professional development opportunity to enhance knowledge, skills, and

ability in policy research, analysis, development and evaluation. It's a competitive application process with only the best and brightest being selected.

- Successfully completed the Contracting Officer Representative training refresher course in December 2015, the Contract Severability training in April 2010, and the Introduction to Grants and Cooperative Agreements training in October 2012, the Scientific Ethics training in June 2010 (SEV #: 2919), and the Federal Appropriations Law course in June 2013. These courses have helped increase my knowledge of the Federal Acquisition System and on the principles and guidelines to follow when developing the need for, awarding, evaluating performance of, paying for, and closing out a contract, cooperative agreements, interagency agreements, and grants; all necessary knowledge to acquire as a project officer for the Federal Government.
- Successfully completed the Monitoring and Evaluation Fundamentals course, the Monitoring and Evaluations Frameworks for HIV/AIDS Programs course, and the Economic Evaluation Basics course in October 2012. These courses emphasize the value that monitoring and evaluation brings to projects and if designed and implemented appropriately, can have on programs.
- Successfully completed the Introduction to Incident Command System (IS-100) in September 2006, the Incident Command System for Single Resources and Initial Action Incidents (IS-200) in September 2006, the Homeland Security Exercise and Evaluation Program (HSEEP) in August 2008, Intermediate Incident Command System (IS-300) in August 2008, the National Incidents Management System: An Introduction (IS-700) in July 2008, the National Response Framework (IS-800B) in September 2008, Injury Response in February 2010, (IS-400) in May 2010, and Public Health Readiness Certificate in April 2010. These trainings helped me understand the complexities of the national public health system, the impact of which prepared me for an appropriate response in an emergent all-hazards situation.
- Successfully completed 7 Habits of Highly Effective Associates, Being an Effective Leader, and Emotional Intelligence courses. These courses provided me with the skills necessary to optimize communication within groups and maximize the effectiveness of a team member, two very essential traits necessary when organizing a meeting/workshop that embodies several different and diverse organizations and healthcare sectors.

Languages

- English
- French
- Yoruba

Awards

- 2016 CDC & ATSDR Honor Award for Excellence in International Program Delivery for the 2015 CDC Ebola response efforts in West Africa.
- 2014 National Center for Injury Prevention and Control (NCIPC) Excellence in Communication and Excellence in Policy awards.
- 2013 NCIPC Excellence in Employee Development Team Award.
- November 2013 NCIPC Colleague of the month.
- Outstanding Unit Citation Award (Healthcare Preparedness Activity).
- National Center for Preparedness, Detection, and Control of Infectious Diseases Director's Recognition Award.
- National Center for Preparedness, Detection, and Control of Infectious Diseases Recognition Honor Award.

- 1) Employer: Centers for Disease Control and Prevention
Position: Ranged from Deputy Director of the Global Immunization Division in the CDC Nigeria Office; the Deputy Team Lead of the Africa/Nigeria team; and Public Health Advisor/Analyst
Duties: Coordinate and oversee the overall management and operations of the GID team in CDC Nigeria; develop and oversee the implementation of Cooperative Agreements between CDC and

its implementing partners; coordinate Congressional briefings on prescription drug overdose and other injury and violence-related topics.

Address: 1600 Clifton Road, NE, Atlanta GA 30333

Dates Employed: July 2006 – Present

- 2) Employer: BioReliance Invitrogen BioServices
Position: Associate Scientist
Duties: Developed assay procedures to determine the effectiveness of the Influenza neurovirulent vaccine in accordance with client specifications; performed cell culture with Vero 76, 293, 21323, MDBK, MDCK, and HeLa cell lines; trained lab personnel on assays certified to perform; prepared and delegated work schedules to lab personnel; collected, organized, and analyzed scientific data using excel, Probit Analysis and Minitab calculations; and prepared and presented assay results to lab personnel, supervisor, and clients.
Address: 14920 Broschart Road Rockville, MD 20850
Dates Employed: July 2002 – July 2006
- 3) Employer: BBI Biotech Research Laboratories Inc.
Position: Research Associate
Duties: Processed buccal cells and fresh blood for peripheral blood mononuclear cell (PBMC) isolation, plasma, and/or serum separation; cryopreserved viable PBMC, red blood cells (RBC), and lymphocytes; received and inventoried specimen collections into the database.
Address: 215 Perry Pkwy, Gaithersburg, MD 20877
Dates Employed: August 2001 – July 2002