



Contra  
Costa  
County

For Office Use Only

Date Received:

OCT 17 2017

For Reviewers Use Only:

Accepted Rejected

## BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

**MAIL OR DELIVER TO:**

Contra Costa County  
CLERK OF THE BOARD

651 Pine Street, Rm. 106  
Martinez, California 94553-1292

PLEASE TYPE OR PRINT IN INK

(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

CCC Aviation Advisory Committee

At- Large Position

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Akin-Taylor Adejumo (Last Name) (First Name) (Middle Name)
2. Address: (No.) (Street) (Apt.) (City) (State) (Zip Code)
3. Phones: (Home No.) (Work No.) (Cell No.)
4. Email Address:

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma ☐ G.E.D. Certificate ☐ California High School Proficiency Certificate ☐

Give Highest Grade or Educational Level Achieved Graduate Studies

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) University of the District of Columbia	Construction Engineering Technology	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	148		B.SC	1987
B) California State University - East Bay	Construction Management	Yes No <input type="checkbox"/> <input type="checkbox"/>		20	M.S	
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>			
Project Management Professional. CCM, Assoc. DBIA						

**6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.**

<p>A) Dates (Month, Day, Year)  <u>From</u>      <u>To</u>  <div>12/13</div> <div>Present</div>   Total: <u>Yrs.</u>    <u>Mos.</u>  <div>3</div> <div>10</div>   Hrs. per week <div>40</div> . Volunteer <input type="checkbox"/></p>	<p>Title  <div>Project Manager</div>   Employer's Name and Address  City and County of San Francisco -  Public Works  30 Van Ness Avenue, suite 4100  San Francisco, CA 94102</p>	<p>Duties Performed  Project lead responsible for the planning of \$240 Million Capital Project. Key point of contact for all City and Community stakeholders. Coordinate and supervise the work efforts of both in-house and consulting architects and engineering professionals for programming, schedule, budget and scope development and validation.</p>
<p>B) Dates (Month, Day, Year)  <u>From</u>      <u>To</u>  <div>01/2011</div> <div>09/2013</div>   Total: <u>Yrs.</u>    <u>Mos.</u>  <div>2</div> <div>8</div>   Hrs. per week <div>37.5</div> . Volunteer <input type="checkbox"/></p>	<p>Title  <div>Project Director</div>   Employer's Name and Address  San Mateo Community College District  3401 CSM Drive, San Mateo, CA 94402</p>	<p>Duties Performed  Assisted Director with International Business development, implementation and management services across industry sectors to accomplish clients goals and objectives. Developed marketing strategy on specific educational programs, and social/cultural integration plan for International Students.</p>
<p>C) Dates (Month, Day, Year)  <u>From</u>      <u>To</u>  <div>01/2009</div> <div>11/2010</div>   Total: <u>Yrs.</u>    <u>Mos.</u>  <div>1</div> <div>11</div>   Hrs. per week <div>40</div> . Volunteer <input type="checkbox"/></p>	<p>Title  <div>Project Manager</div>   Employer's Name and Address  Kaiser Hospital Foundation  901 Marshall Court  Redwood City, CA</p>	<p>Duties Performed  Served as Project lead and liaison from project inception to completion; managed and monitored on-going progress and status reports for compliance with overall project schedule and budget. Worked with Planning Commission of the City of Redwood City to obtain necessary approvals for entire project.</p>
<p>D) Dates (Month, Day, Year)  <u>From</u>      <u>To</u>  <div>04/1996</div> <div>12/2003</div>   Total: <u>Yrs.</u>    <u>Mos.</u>  <div>7</div> <div>8</div>   Hrs. per week <div>40</div> . Volunteer <input type="checkbox"/></p>	<p>Title  <div>Project Director</div>   Employer's Name and Address  Port Authority of NY/NJ</p>	<p>Duties Performed  Coordinated all tenant improvement projects and relocation of all Port Authority employees and Contractors as facilities were acquired/leased. Scheduled and coordinated contractors in the maintenance, construction and office reconfiguration projects ranging from \$10,000 to \$5 million.</p>

7. How did you learn about this vacancy?

☒ CCC Homepage ☐ Walk-In ☐ Newspaper Advertisement ☐ District Supervisor ☐ Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

No ☒ Yes ☐

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Commission or Committee in Contra Costa County.

Sign Name: [REDACTED]

Date: 10/12/17

### Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for  
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution  
no. 2011/55 on 2/08/2011 as follows:**

IN THE MATTER OF ADOPTING A POLICY MAKING FAMILY MEMBERS OF THE BOARD OF SUPERVISORS INELIGIBLE FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE APPOINTING AUTHORITY

WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;  
NOW, THEREFORE, BE IT RESOLVED THAT the following policy is hereby adopted:

- I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.
- II. POLICY: A person will not be eligible for appointment if he/she is related to a Board of Supervisors' Member in any of the following relationships:
  1. Mother, father, son, and daughter;
  2. Brother, sister, grandmother, grandfather, grandson, and granddaughter;
  3. Great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, and great-granddaughter;
  4. First cousin;
  5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
  6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouse's grandson;
  7. Registered domestic partner, pursuant to California Family Code section 297.
  8. The relatives, as defined in 5 and 6 above, for a registered domestic partner.
  9. Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

## Professional Profile

Adejumoke “Jaye: Akin-Taylor, CCM, PMP, Assoc. DBIA



*Seasoned Professional, solving the  
puzzle of Project Management.*



## Introduction

The purpose of this handout is to provide you with a visual overview of my personal/professional profile.

I have worked in the Project/Construction Industry for over 27 years, and I have been fortunate to work on an array of diverse projects.

My early successes and failures forged a deeper sense for due diligence and perfection in my management style.

What I possibly pride myself for the most, are the core values my grandmother instilled in my young mind; respect, integrity and honesty. This became my mantra and modus operandi in conducting both my personal and professional life amid sometimes the most challenging and opposing circumstances, and I can confidently say this has helped me triumphed though not without bruises or scratches!

I learnt early on in life that hard work is a natural by product of respect, integrity and honesty, and I am especially grateful for the gift of sense and ability to live by the values I learnt as a little girl from one of the strongest, passionate and loving woman that walked the earth.

I am hopeful the content of the following slides will give you deeper insights into my work ethics and capability and aide your conclusion that I am best suited to manage the process and factors to successfully deliver these projects.

On the next slide, you will find table of contents that describes the information in this handout.

Again thank you for the opportunity and I am hopeful of a positive outcome.

Respectfully  
*Jumoke Akin-Taylor.*

## ***Hard and Soft Skills - harnessing education and professional experience to successfully manage and deliver projects***

### **Education**

- ▶ **Bachelors of Science Construction Engineering Technology,**  
minor in Civil Engineering Technology  
**University of the District of Columbia 1987**
- ▶ **Masters of Science - Construction Management**  
Cal State University East Bay - Enrolled
- ▶ **Professional Certificate:**
  - Certified Construction Manager (CCM) Construction Management Association of America (CMAA) Certificate # 4413 March 2017
  - Project Management Professional (PMP) Project Management Institute Certificate # 1456527 August 2011
  - LEED GA Green Building Council Institute Certificate No. 10138647 November 2011
  - Designated Design Build Professional - Assoc. DBIA (Design Build Institute of America) #141573 April 2014

### **Experience**

Over 27 years of Project Management, utilizing hard and soft skills;

- ▶ to solve the complex puzzle of managing capital projects.
- ▶ Successfully deliver projects per scope, schedule and budget
- ▶ Advance collaborative platforms for project team through partnering to meet project goals.



## ***Structured Management Style - Combining interpersonal skills, intuitivism with global perception for project success***

### **Strengths**

**Global thinker-** intently study inner workings of Key stakeholders to gain full understanding of stated and implied requirements;

- ✓ Sees the big picture and employs holistic problem solving approach.

**Intuitive -** uses past experience and lessons learned from other projects;

- ✓ affords early analysis of perceived risks to derive probable risks and mitigation measure.
- ✓ Allows for early understanding of varied personalities of team composition

**Employs interpersonal skills to facilitate team meetings that build collaborative team environment; conducts informal survey after every team meeting for feedback and strategies on advancing project success, thus;**

- ✓ foster interactive team relationship
- ✓ enables easy and direct communication with people from diverse background
- ✓ facilitates trust for collaborative and supportive project environment

### **Weaknesses**

**Driven -  
Resilient**

- ✓ Finds it difficult to give up - endures too much

**Frugal**

- ✓ Want the best for less



## *Gaining strength through success and utilizing disappointments as ladder to success.*

### **Successes**

#### **Port Authority of NY & NJ**

- Retrofit/Renovation of over 300,000 sq.ft of office space - 1 Gateway plaza for employees displaced by World Trade Center tragedy of 9/11
- Renovation of new Building 10 project at Newark Airport
- Relocation of Historic building at Newark Airport

#### **CBRE**

- Completed the retrofit of 42 bank branches on schedule on budget

#### **Kaiser**

- Successfully developed and delivered scope, design and construction of Site work projects for new Kaiser Hospital
- Successfully negotiated and obtained City Council approvals on Site work Project and entitlement issues for new Kaiser Hospital
- Secured all OSHP approvals for the make ready project

#### **San Francisco Public Works**

- Gained Board Approval for Fiscal Feasibility Study for the Jail Replacement Project
- Completed CEQA clearance on schedule and below budget
- Highest ranked proposal in the state SB 863 RFP - Awarded \$80 million

### **Disappointments**

- Board of Supervisor's rejection of the RDF Project
- City's rejection of \$80 Million State Financing.
- Incompletion of Graduate studies in Engineering Management.

***Forming and building strong professional network and relationships to gain construction industry leading best practices.***

### **Professional Affiliation**

PMI (Project Management Institute) since 2010 (*in good standing*)

DBIA (Design Build Institute of America) since 2014 (*in good standing*)

ASCE (American Society of Civil Engineers) Since 2014 (Renewal)

CMAA (Construction Management Institute of America) since 2015 (*in good standing*)

### **Committees**

2014- 2015 DBIA Education Committee

July 2015 DBIA Jury for Design Excellence

Present DBIA Programs Committee

Present DBIA International Committee

Present SF Public Works Green Building Committee

2016 Board Member CMAA Northern California Chapter