

Kelvin Upson

May 22, 2024

Dear Esteemed Commissioners:

The following are the skills, experience and approach that will be leveraged to execute my duties as a Jefferson County Commissioner:

- Faithfully adhere to West Virginia Constitution of 1872 Art. IX, § 11. Powers of county commissions and West Virginia Code §7-1-3
- Utilize the core values of honor, courage, integrity and commitment to exemplify the ultimate ethical and moral behavior, to do what is right even when no one is looking and display unrelenting determination to exceed commission expectations and serve the great citizens of Jefferson County.
- Pragmatic decision-making process: Coordinate with all applicable stakeholders to gather as much information as possible to make an informed, sensible, realistic and practical decision
- Perform in stressful situations: Provided leadership and vision to over 285 professionals in a combat zone as the Director for Iraqi Theater Operations
- Apply key problem-solving skills to the toughest county issues
  - Masterfully provided problem solving skills to the most complex Iraqi theater of operations issues
- Continuous improvement: Led a networking team of 125+ government and contractor professionals for \$22B Transformational Satellite Communications System (TSAT) program.
  - Transformed fragmented entities across Space, Mission Planning and Engineering groups into one focused team requiring minimal supervision; Improved tasking efficiency by 40%
  - Spearheaded significant reduction of crucial design interface risks and delivered a more flexible and less complex network architecture independent of frequent program changes resulting in a savings to the taxpayers of \$100M
- Executed lifecycle management, including cost, schedule and performance of \$500M networking portfolio

I have included my resume for your review and hope that you will ultimately determine that I have the necessary leadership skills, experience, and core values to serve as Jefferson County Commissioner (both magisterial districts). Please feel free to contact me at [REDACTED] or via email at [REDACTED]. Thank you in advance for your time and I look forward to more in-depth discussions regarding this position.

Respectfully,

*Kelvin Upson*



## KELVIN L. UPSON

### EXECUTIVE SUMMARY

Combat Veteran, Senior Cyber Engineer and former military helicopter pilot with 24 years of military leadership and management experience. Honor, courage, integrity and commitment will be woven into every facet of my leadership and decision-making process as a Jefferson County Commissioner.

### CORE COMPETENCIES

- Senior Cyber Leader and Manager
- Senior Portfolio Manager
- Senior Information Technology Program Manager

### PROFESSIONAL EXPERIENCE

#### Senior Cyber Leader and Manager:

- Provided leadership and vision to 285+ military, civilian and contractor professionals geographically dispersed across Iraq providing reliable, robust, and secure telecommunications to over 100,000 users
  - Achieved 99% availability for satellite, network, and radio communications
  - Implemented new technologies, tools, and industry best practices into the mission critical network infrastructures;
  - Established a computer network defense cyber cell to counter cyber threats; Results-- Increased cyber defense monitoring and detection capability while reducing successful network attacks

#### Senior Portfolio Manager:

- Led a networking team of 125+ government and contractor professionals for \$22B Transformational Satellite Communications System (TSAT) program. Executed lifecycle management, including cost, schedule, and performance of \$500M networking portfolio
  - Transformed fragmented entities across Space, Mission Planning and Engineering groups into one focused team requiring minimal supervision; Improved tasking efficiency by 40%
  - Spearheaded significant reduction of crucial design interface risks and delivered a more flexible and less complex network architecture independent of frequent program changes resulting in a total savings of \$100M

#### Senior Information Technology Program Manager:

- Led a team of 50+ Information Technology and Systems Engineering professionals executing enterprise architecture, system/network engineering, configuration management, security and operations support for Intelligence Community Government Wide Area Networks
  - Acquired, engineered, and deployed IT solutions to 100+ global operational sites
    - Successfully managed critical design, testing and deployment of operating system upgrade
- Earned Communications Officer of the Year Award

#### Cyber Supply Chain Risk Management Engineering Lead, Raytheon, Sterling, VA March 2020-Present

- Provides cyber supply chain risk management engineering support to multiple large strategic missile defense programs. Executes systematic process for managing cyber supply chain risk exposures, threats,

## KELVIN L. UPSON

and vulnerabilities throughout the supply chain and develops response strategies to the cyber supply chain risks presented by the supplier, the supplied products and services, or the supply chain.

### **Board of Directors, Jefferson Security Bank**

**April 2022-Present**

- Provides strategic guidance and oversight in the areas of cybersecurity, information technology and data management services to help Jefferson Security Bank achieve and exceed their mission and goals..

### **Certified Advanced Instructor, University of Phoenix**

**June 2002-Present**

- Teaches courses in areas of cyber security, computer network defense an information technology for the University of Phoenix College of Business and Information Technology.

### **Cyber Supply Chain Risk Management Engineering Lead, Raytheon, Sterling, VA**

**March 2020-Present**

- Provided cyber supply chain risk management engineering support to multiple large strategic missile defense programs.

### **Senior Principal Cyber Security Engineer, Raytheon, Sterling, VA**

**January 2017-March 2020**

- Provided senior cyber security support and expertise to multiple DoD contractual efforts, to include risk management framework process execution and package delivery as well as cyber security requirements, capabilities, and architectural support.

### **Senior Principal Systems Engineer, Raytheon, Crystal City, VA**

**January 2016-January 2017**

- Supported CVN 78 Class Warfare Systems Engineering and Integration efforts. Coordinated the integration, delivery, test, and certification of CVN 78 Class Warfare Systems.

### **Information Assurance Manager, MYMIC, LLC, Pentagon**

**September 2015-January 2016**

- Provided Information Assurance subject matter expertise in efforts to support the Joint Staff and Office of Secretary of Defense servers, stand-alone networks, and information systems.

### **Cyber Analyst, Systems Engineer, MYMIC, LLC, Pentagon**

**January 2015-September 2015**

- Provided strategic, operational, and technical engineering advice to DoD and Industry stakeholders to drive solutions for Joint, Allied and Coalition Cyber capability and interoperability requirements.
- Developed processes and tools to improve Joint Staff Cyber strategy development, investment decisions, and capability requirements portfolio management.

## **EDUCATION AND CERTIFICATION**

- Systems Engineering (MS) – Naval Postgraduate School
- Computer Science (BS) – United States Naval Academy
- Certified Information Security Manager (CISM)
- Certified Advanced Facilitator – University of Phoenix