



**ERIC GARCETTI**  
**MAYOR**

**MEMORANDUM**

**To:** The Honorable Members of the City Council  
c/o City Clerk

**From:** Eric Garcetti, Mayor *EG*

**Subject:** Re-Exemption Request of One (1) Director of Auditing for the Office of the Controller

**Date:** July 26, 2021

The Office of the Controller (Controller) requested that the Mayor approve the exemption of one (1) position of Director of Auditing, Class Code 1606, in accordance with Charter Section 1001(b), from civil service as management, professional, scientific, or expert services exemptions. On June 8, 2021, the Mayor's Office asked the Personnel Department to review Controller's request.

The Director of Auditing position was previously approved for exemption under 1001(b) by the City Council and was subsequently filled. The position was vacated on May 8, 2021 and deleted from the count. Charter Section 1001(b)(1) requires that, "When the position is vacated, the exemption shall terminate unless re-authorized in accordance with this subsection."

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 144 are approved. Approval of this request will increase the count. As of the date of this letter, this request will be in the 145th position of the 150 exemptions. There are an additional 50 exempt positions added by the City Council pursuant to Charter Section 1001(b)(4), of which 6 are filled.

The Director of Auditing will manage, plan, organize, and coordinate the work of professional staff engaged in conducting financial, performance, investigatory, system audits, special studies, reviews, and reports of considerable scope, complexity and sensitivity; make recommendations and utilize audit software and advance methodologies such as data mining and analytics to enhance audits/studies and risk

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analysis; manage the division budget and work of outside contractors tasked with conducting or assisting on studies commissioned by the Controller's Office; and represent the City Controller before City Council, Council Committees and officials.

The Director of Auditing requires a bachelor's degree from an accredited four-year college or university in accounting, finance, public policy, or a related field; and three years of full-time paid professional experience as a manager supervising professional staff conducting performance, financial/compliance, and/or information systems audits.

The exemption of this position will allow the Controller the flexibility to recruit and select the best-qualified candidate who possesses the necessary experience and expertise for the position. The duties and requirements as described are appropriate to the class of Director of Auditing.

Based on my review of the Controller's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of a Director of Auditing and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1). If the exempt position is not filled within six months, the Mayor's approval for the department to fill the position may expire.

EG:alg

cc: Ron Galperin, Controller, Office of the Controller  
Crista Binder, Chief Deputy Controller, Office of the Controller  
Rich Llewellyn, Interim Chief of Staff, Office of the Mayor  
Heleen Ramirez, Legislative Coordinator, Office of the Mayor  
Wendy Macy, General Manager, Personnel Department