

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to the exemption of one Director of Auditing and one Controller Aide in the Office of the Controller from the Civil Service provisions of the City Charter.

Recommendation for Council action:

APPROVE the exemption of one Director of Auditing (Class Code 1606) and one Controller Aide (Class Code 9199) in the Office of the Controller from the Civil Service provisions of the City Charter, pursuant to Charter Section 1001(b).

Fiscal Impact Statement: None submitted by the Mayor. Neither the City Administrative Officer nor the Chief Legislative Analyst has completed a financial analysis of this report.

Community Impact Statement: None submitted.

**TIME LIMIT FILE - MAY 2, 2018**

**(LAST DAY FOR COUNCIL ACTION - MAY 2, 2018)**

Summary:

On April 18, 2018, your Committee considered an April 6, 2018 communication from the Mayor relative to the exemption of one Director of Auditing (Class Code 1606) and one Controller Aide (Class Code 9199) in the Office of the Controller from the Civil Service provisions of the City Charter, pursuant to Charter Section 1001(b). According to the Mayor, the Director of Auditing position manages and directs the Audit Division, which is responsible for all financial and performance audit as prescribed under the Charter. The position manages, plans, organizes, and coordinates the work of professional staff engaged in conducting financial, performance, investigatory, systems, and other special studies and audits of considerable scope, complexity and sensitivity; recommends improvements in City Offices, departments, and programs that provide transparency of government operations and improve efficiency and effectiveness through focused accountability; manages the division budget and the work of contractors tasked with conducting or assisting on studies commissioned by the Controller's Office; and represents the City Controller before City Council, Council Committees and officials.

The Controller Aide position provides administrative support and handles all sensitive and confidential information for the City Controller; conducts analytical research on issues of importance to the Controller; writes, edits and maintains reports and correspondence prepared for the Controller's signature; coordinates and directs communication of public information from the Controller's Office; coordinates and attends meetings and events representing and conducting presentations for the Controller; interfaces regularly with local, state, and federal officials; and performs other related duties as directed by the Controller.

After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the requested exemptions as detailed on the above recommendation. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE

A handwritten signature in black ink, appearing to read "Paul K. J.", is written over the committee name.

<u>MEMBER</u>	<u>VOTE</u>
KORETZ:	YES
PRICE:	YES
ENGLANDER:	ABSENT

ARL  
4/18/18

**-NOT OFFICIAL UNTIL COUNCIL ACTS-**