




ANTONIO R. VILLARAIGOSA
MAYOR

MEMORANDUM

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

From: Antonio R. Villaraigosa, Mayor 

Subject: Departmental Audit Manager Exemption for the Los Angeles City Employees' Retirement System

Date: March 11, 2013

The Los Angeles City Employees' Retirement System (LACERS) has requested approval of the exemption of one (1) Departmental Audit Manager position, pursuant to Charter Section 1001 (b), for the employment of persons "to provide management services or render professional, scientific or expert services of an exceptional character."

The Departmental Audit Manager position will supervise the organization's Internal Audit Unit. The position is responsible for establishing an ongoing internal audit program; conducting risk assessments and management audits of LACERS; overseeing staff research on industry best practices; and preparing audit reports which detail findings and recommended policy and process improvements. The Departmental Audit Manager will report recommendations to the LACERS General Manager and the Board's Audit and Strategic Planning Committee on a timely basis. Additional responsibilities include determining whether consultant expertise is required for internal audit activity, overseeing the preparation of Board documents related to the selection of consultants, and coordinating with consultants to report to the Board during the contract period.

Exempting the position will allow LACERS to reach a broader pool of candidates who possess the knowledge and experience necessary to develop the organization's audit function in the most efficient and effective manner. Based on my review of the Department's request, as well as the review of the City's Personnel Department, I hereby approve the request for the re-exemption of one (1) Departmental Audit

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Manager position and transmit my action to the City Council, pursuant to City Charter Section 1001 (b) (1).

ARV:me

cc: Thomas Moutes, General Manager, LACERS
Gaye Williams, Chief of Staff, Office of the Mayor
Mandy Morales, Legislative Coordinator, Office of the Mayor
Maggie Whelan, General Manager, Personnel Department