



THE CITY OF SAN DIEGO

DATE: October 19, 2010

TO: Honorable Members of the Audit Committee

FROM: Eduardo Luna, City Auditor

SUBJECT: **Staffing Update**

On July 1, 2010, the Office of the City Auditor celebrated its two year anniversary. During this period, the Office of City Auditor issued 45 audit work products identifying over \$7 million in potential savings, numerous monthly reports, and established a new recommendation follow-up process. Currently, the Office maintains 18.5 full-time equivalent positions with two auditors designated as audit managers, Kyle Elser and Chris Constantin. Mr. Elser and Mr. Constantin have provided exceptional leadership in establishing a talented, strong team to provide residents of San Diego with the best independent, objective, and cost-effective audit function.

In August 2010, I led a strategic planning session to identify short- and long-term plans for improving upon the successes garnered during the first two years. This session revealed that the Office needed to move from a flat organization to one with the appropriate management control structure to provide strategic direction for audit activities. To this end, I have decided to appoint Kyle Elser and Chris Constantin as Assistant City Auditors. This appointment formalizes the broad management responsibilities in which Mr. Elser and Mr. Constantin have been performing for some time and begins the work of establishing a more formal organizational structure within the Office of the City Auditor.

Kyle Elser was hired as the City's Interim Internal Auditor in April 2007 in order to start reestablishing the City's Internal Audit function while a nationwide search was conducted to hire a permanent Internal Auditor. During the interim period, Kyle was instrumental in preparing the City's first annual Citywide Risk Assessment that was utilized for audit planning purposes. Prior to April 2007, Kyle was the City's Payroll Manager, and worked in the City's Audit Division for ten years. Before he began working for the City, he was employed by a local CPA firm for seven years doing professional accounting and tax work.



Kyle is a Certified Public Accountant (CPA), Certified Internal Auditor (CIA), and Certified Fraud Examiner (CFE). He is a member of the Institute of Internal Auditors, Association of Certified Fraud Examiners, and Association of Local Government Auditors. He has a Bachelor of Science degree in Business Administration with an emphasis in Accounting from Humboldt State University.

Chris Constantin was hired in February 2010 as an Audit Manager. Chris has an extensive audit and policy background. His experience includes working in the City of San Jose's Office of the City Auditor for about nine years. He served as a Senior Auditor conducting, leading or overseeing auditors conducting numerous complex performance and financial-related audits of government programs and services. His work earned two national awards from the Association of Local Government Auditors. He presented at numerous national conferences, trained hundreds of government auditors, and regularly advised and trained local and international audit agencies.

Chris spent over thirteen years developing policy and governing the West Valley-Mission Community College District. He created and chaired the first district Audit and Budget Oversight Committee to enhance financial controls, monitor district audits, and maintain fiscal discipline over an organization with a \$100 million operating budget and hundreds of employees. Chris also serves as a Reserve Police Officer for the City of Hayward, CA. He is a certified internal affairs investigator, defensive tactics instructor, and served on special reserve unit details. He has over four years of enforcement, investigations, and community relations police experience.

Chris is a Certified Fraud Examiner and a Certified Law Enforcement Auditor. He currently serves on the Association of Local Government Auditor's Communications Committee and is the Assistant Editor of their national Quarterly publication. He has a B.S. degree in Engineering from San Jose State University, and a Masters in Public Administration from the Maxwell School of Citizenship at Syracuse University.

Respectfully Submitted,



Eduardo Luna
City Auditor

cc: Honorable Mayor Jerry Sanders
Honorable City Councilmembers
Jan Goldsmith, City Attorney
Jay M. Goldstone, Chief Operating Officer
Wally Hill, Assistant Chief Operating Officer
Mary Lewis, Chief Financial Officer
Andrea Tevlin, Independent Budget Analyst