



MEMORANDUM

Date: April 24, 2015

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: C.H. Huckelberry
County Administrator *CHH*

Re: **Finance and Risk Management Director Appointment**

As you know, I recently promoted Mr. Tom Burke to the position of Assistant County Administrator for Administration. This left a vacancy in the Finance and Risk Management Director position, and Ms. Ellen Moulton was detailed into the position.

Today, I have appointed Mr. Keith Dommer, currently Audit Manager of the Financial Audit Division in the Office of the Auditor General, to the position of Finance and Risk Management Director. Mr. Dommer will join the County within the next 30 to 60 days as he completes his activities with the Auditor General.

I am very pleased to have Mr. Dommer as our Finance and Risk Management Director. He is eminently qualified for the position, and I look forward to him joining Pima County.

Mr. Dommer's resume is attached for your information.

CHH/mjk

Attachment

- c: Hank Atha, Deputy County Administrator for Community and Economic Development
- John Bernal, Deputy County Administrator for Public Works
- Tom Burke, Deputy County Administrator for Administration
- Jan Leshar, Deputy County Administrator for Medical and Health Services

PROFESSIONAL PROFILE

Detailed, results-oriented financial professional with more than 25 years of increasingly responsible positions leading, performing, and evaluating audits. Established record of successful and well-managed audits encompassing Arizona state agencies, county governments, community college districts, school districts, and other state audit agencies. Rational and analytical approach applied to generate resourceful and practical solutions. Decisive, proactive, and precise. Strong team leader/motivator and proven ability to perform independently. National speaker and trainer on governmental auditing and accounting issues.

AREAS OF EXPERTISE

- Evaluating state audit organizations and their ability to conduct effective financial, compliance, and performance audits of state and local governments
 - United States generally accepted auditing standards, *Government Auditing Standards* issued by the Comptroller General of the United States, and OMB Circular A-133 auditing standards
 - Thorough analysis of government, agency, department and program financial statements
 - Excellent verbal and written communication skills – demonstrated with clients, board members, government officials, attorneys, co-workers and staff
 - Training, supervising, and performance analysis of staff
 - Determination of compliance with Federal, state, and local laws and regulations
 - Fraud prevention and detection
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PROFESSIONAL EXPERIENCE

AUDIT MANAGER, FINANCIAL AUDIT DIVISION (2012 to Present)
STATE OF ARIZONA, OFFICE OF THE AUDITOR GENERAL

- ▶ Manages the Tucson regional office.

AUDIT SENIOR, FINANCIAL AND SPECIAL AUDIT UNITS (1992 to 2012)
STATE OF ARIZONA, OFFICE OF THE AUDITOR GENERAL

- ▶ Planned, supervised, performed, and reviewed complex governmental audits. Clients have included:
 - University of Arizona
Assets \$2.7 billion, revenues and expenses \$1.7 billion
 - Pima County
Assets \$4 billion, operating revenues and expenses \$1 billion
 - Pima County Community College District
Assets \$230 million, operating revenues and expenses \$200 million
 - Cochise County Community College District
Assets \$85 million, operating revenues and expenses \$45 million
 - Cochise County
Assets \$200 million, operating revenues and expenses \$95 million

- ▶ Planned and performed peer reviews of ten state audit agencies focusing on their ability to perform effective and compliant government audits, including OMB Circular A-133 audits.
- ▶ Developed and presented written and verbal recommendations for new or improved financial-related procedures to client personnel, elected officials, and local governing boards.
- ▶ Prepared and presented local, statewide, and national training seminars on accounting, auditing, and fraud.
- ▶ Performed an independent audit supporting the investigation of improper expenditures and illegal competitive procurement procedures exceeding \$3 million in an Arizona school district. Drafted criminal report, public report, and testified as an expert witness regarding Arizona school district finance, accounting, and competitive procurement.
- ▶ Analyzed and reviewed long term debt such as operating and capital leases; general obligation, revenue, and refunding bonds; and certificates of participation. Considered financial impact, determined compliance, and made recommendations.
- ▶ Determined market value, earnings potential, and assessed risk on simple investments, sophisticated repurchase agreements, and derivatives.
- ▶ Analyzed financial statements; compared activity to current economic trends and industry standards; determined if results were reasonable; and made recommendations.
- ▶ Launched 2 groundbreaking statistical auditing techniques: regression analysis used to predict and determine the reasonability of financial amounts and probability proportional to size sampling.
- ▶ Provided evaluation of expenditures and program/department budgets; reported orally and in written format recommendations to the appropriate decision makers.
- ▶ Interviewed, trained, coached, and performed annual reviews of staff members; collaborated with various departments on employee promotions and merit raises.

AUDITOR I and AUDITOR II, FINANCIAL AUDIT DIVISION (1988 - 1992)

PROFESSIONAL CERTIFICATION

Certified Public Accountant, State of Arizona, since 1992

EDUCATION

MBA, Chapman University, Orange, CA

BA, Mathematics, Concordia Teachers College, Seward, NE