



Legislation Text

File #: 18-414, **Version:** 1

TO: Mayor and Commissioners
FROM: Sharon Liebowitz, Human Resources
THROUGH: Mark R. Lauzier, City Manager
DATE: July, 17, 2018

INTERNAL AUDITOR FINALISTS' APPLICATIONS AND RESUMES

Recommended Action:

Conduct group interviews and allow applicants to make any final statements so that the City Commission can vote to select one of the proposed candidates during the regularly scheduled Commission Meeting.

Attachments: Applications and Resumes for each of the Internal Auditor Finalists

Background:

On April 17, 2018, the City of Delray Beach (City) Commission decided to move forward in filling the position of the Internal Auditor which will report directly to the City Commissioners. A position description with recommended pay range, brochure, and recruitment timeline were created and approved at the May 8, 2018 City Commission Workshop.

The position was posted on May 15, 2018 and advertised on the following sites:

- Governmentjobs.com
- Government Finance Officers Association (GFOA)
- Florida GFOA
- Association of Internal Auditors
- Association of Inspector Generals
- Florida League of Cities
- Florida Association of Counties
- LinkedIn

The posting closed on June 15, 2018. A total of sixty-three (63) applications were received. The Human Resources Director, Sharon Liebowitz, reviewed the applications, identified those meeting the

minimum qualifications for the position, and forwarded the thirteen (13) most highly qualified candidates to the Mayor and City Commissioners on June 18, 2018 for their review.

The Mayor and City Commissioners were requested to individually rank order their top five candidates and submit their lists to the Human Resources Department for tabulation by June 29, 2018.

The top five finalists were: Alexander Fern, Stuart Grifel, Julia Davidyan, John Cashmon, and David Medrano. Please see applications and resumes attached. All of the finalists will participate in one-on-one interviews with the Mayor and Commissioners on July 16, 2018 except for David Medrano whose interviews will be done via SKYPE on July 11, 2018. Group interviews are scheduled for the July 17th Special Session.

NOTE: Alexander Fern notified us on July 9, 2018 that he no longer wishes to participate in the selection process.

Funding Source/Financial Impact:

Funding for the Internal Auditor position is 001-11-000-511 - General Fund, City Commission, Administration, Legislative. The fiscal impact will depend upon the terms and conditions negotiated in the offer. However, the base salary cannot exceed the maximum of the pay range which is \$152,295 annually.