



Legislation Details (With Board Report)

**File #:** 16-660      **Name:** Assistant Auditor-Controller Step  
**Type:** General Agenda Item      **Status:** Passed  
**File created:** 5/19/2016      **In control:** Board of Supervisors  
**On agenda:** 6/7/2016      **Final action:** 6/7/2016  
**Title:** Approve an advanced placement at Step 6 for Rupa Shah, selected for the position of Assistant Auditor-Controller, effective May 28, 2016 in accordance with Personnel Policies and Practices Resolution No. 98-394, Section A.1.11.1.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. Completed Board Order

Date	Ver.	Action By	Action	Result
6/7/2016	1	Board of Supervisors	approved	

Approve an advanced placement at Step 6 for Rupa Shah, selected for the position of Assistant Auditor-Controller, effective May 28, 2016 in accordance with Personnel Policies and Practices Resolution No. 98-394, Section A.1.11.1.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve an advanced placement at Step 6 for Rupa Shah, selected for the position of Assistant Auditor-Controller, effective May 28, 2016 in accordance with Personnel Policies and Practices Resolution No. 98-394, Section A.1.11.1.

SUMMARY/DISCUSSION:

Ms. Rupa Shah was offered the position of Assistant Auditor-Controller, by the Auditor-Controller, Michael Miller. She has agreed to accept the position at Step 6 of the salary range.

Placement at advanced step may be requested to compensate employees commensurate with their specialized knowledge, skills, years of relevant experience, and recognition of their current compensation. Pursuant to the provisions of the Personnel Policies and Practices Resolution (PPPR) #98-394, Board of Supervisors' approval is required to authorize placement above Step 3 in Unit Y.

Ms. Shah has been employed with the Auditor-Controller's Office for over 16 years and with Monterey County for 19 years. She is currently the Chief Deputy of the General Accounting Division and has served in this position for the past nine years. Her accounting knowledge and experience were instrumental to the Office receiving its first Certificate of Achievement for Excellence in Financial Reporting for the County's Comprehensive Annual Financial Report from the Government Finance Officers Association in 2005. The Auditor-Controller's Office has continued to be recognized for this accomplishment annually. Ms. Shah was assigned to the Enterprise Resource Planning Project in 2008 as the lead for the financial system and is currently assigned to the ERP Upgrade project. Ms. Shah's Internal Audit experience in Monterey County and previously with the County of Riverside will be very beneficial to reinstating a much needed Internal Audit

Division to the Office. Prior to her employment in County government, Ms. Shah spent seven years working for CPA firms. Her extensive and varied experience in accounting, auditing, and finance make her an ideal candidate for this position.

Ms. Shah earned her bachelor's and master's degrees in business and received her CPA license in 1995.

FINANCING:

This Assistant Auditor-Controller position is included in the Auditor-Controller's FY 2015-16 adopted budget.

Prepared by: Nairi Davis, Senior Personnel Analyst, 755-5092

Approved by: Michael J. Miller, CPA, CISA, Auditor-Controller, 755-5040