

MEMORANDUM

To: Mayor and City Council

From: Mike Davis, Mayor

Date: July 22, 2013

Subject: **Discussion of Appointment of Member to Serve on the Dunwoody Audit Committee**

ITEM DESCRIPTION

Discussion of appointment of member to serve on the Dunwoody Audit Committee.

BACKGROUND

Due to a recent resignation of a committee member, the Dunwoody Audit Committee has a vacancy. C.J. Schneller has attended many Audit Committee meetings as a citizen and has requested to participate as a committee member. His background and his desire to serve make him a qualified candidate.

RECOMMENDED ACTION

As required by the Audit Committee Policy, I respectfully request your consent to the appointment of C.J. Schneller to the Dunwoody Audit Committee for a four year term expiring July 23, 2013.

Charles J. Schneller, CIA

Professional Experience

Teradata, Johns Creek, GA

Enterprise Risk and Assurance Services – Manager

December 2009 to Present

- Facilitated the improvement of business operations through various projects by:
 - Developing a tailored approach for each project and obtaining management support prior to execution
 - Conducting procedures to identify observations and process improvement opportunities
 - Communicating findings and recommendations to management and assisting with the development of an action plan to address each observation
- Supported the department in its transformation from a traditional regulatory-focused audit department to a risk and advisory based group by contributing to the development of the rebranding strategy, designing client-facing documents, and developing external communication protocols
- Helped to advance the department by creating or improving internal processes and procedures including:
 - Implementing data analytics to increase risk coverage and reduce time and cost related to individual audits
 - Creating a process to track, report, and monitor estimated and actual project hours and expenses
 - Developing progress tracking tools and web-based data collaboration sites to aid in managing complex, international projects
 - Enhancing the process to monitor, close, and communicate the closure of audit issues
- Managed multiple projects including business unit audits and global process reviews to identify strategic, operational, and regulatory risks and to assess the processes and controls in place to mitigate those risks
- Identified indicators of fraudulent activity, led investigations to determine the impact of fraudulent activity, and reported findings and recommendations directly to the Ethics and Compliance Officer
- Communicated audit findings and recommendations directly to executive members of management in the form of verbal presentations and written reports
- Experienced in managing multiple employees including internal employees, outsourced staff, and subject matter professionals in a project based environment and within the structure of a matrix organization
 - Responsible for managing a \$500K annual budget for external resources and travel expenses
 - Trained and developed domestic and international staff and senior auditors by providing feedback and performance improvement recommendations through goal setting exercises, project evaluations, and annual performance evaluations
- Partnered with process owners during global process reviews to:
 - Evaluate company practices against leading industry practices
 - Provide strategic and operational improvement recommendations related to areas such as organizational design, management philosophy, and cost reduction

KPMG, Atlanta, GA

Risk Advisory Services – Senior Consultant

January 2006 to December 2009

Internship

May 2005 to August 2005

- Performed various projects including internal audits, SOX implementations, IPO preparations, operational process reviews, and IFRS conversion impact analyses for clients in a wide variety of industries including banking, healthcare, technology, and manufacturing
- Assumed a lead role on a project management team for a FAS 166 / FAS 167 implementation project at a multi-billion dollar government sponsored entity
 - Identified process changes and impacts related to the newly revised accounting standards
 - Developed business requirements to assist in building a long term solution for internal reporting
 - Facilitated the enhancement and creation of end-user computing tools to meet business requirements
 - Performed user-acceptance testing to validate new and enhanced end-user computing tools
- Created internal audit reports to communicate key observations and recommendations to management
- Performed project management functions including budgeting, issue tracking, and progress reporting
- Led staff in planning, executing, and communicating results of SOX, JSOX, and internal audit projects

Education

Louisiana State University, Baton Rouge, LA

December 2005

- Bachelor of Science – Finance Major
- Concentration in Internal Audit