



Joseph A. Rider
~~VINCENT A. CIANCI~~
DIRECTOR OF FINANCE - Acting

VINCENT A. CIANCI, JR.
MAYOR

FINANCE DIRECTOR
CITY HALL, PROVIDENCE, RHODE ISLAND 02903

March 24, 1981

The Honorable Members of the City Council
Providence City Hall
Providence, Rhode Island

Dear Members:

I would like to recommend the name of Stephen
Woerner for the position of Internal Auditor
for your approval.

Enclosed please find resume to examine.

Very truly yours,

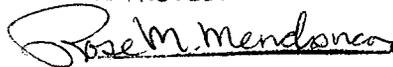

Joseph A. Rider
Director of Finance - Acting

JAR:tb
encl: (1)

IN CITY COUNCIL

APR 2 1981

APPROVED:

 CLEMM

State of Rhode Island and Providence Plantations

THE CITY OF



PROVIDENCE

I, STEPHEN WOERNER, do

solemnly swear that I will support the Constitution of the United States and of the State of Rhode Island and that I will faithfully discharge the duties of the office of

CITY COUNCIL INTERNAL AUDITOR

to the best of my ability.

Stephen Woerner

sw

I, Rose M. Mendonca, City Clerk

do hereby certify that on the 2nd *day of* April, *A. D.* 1981,

I did administer unto STEPHEN WOERNER

duly appointed to the office of

CITY COUNCIL INTERNAL AUDITOR

the above subscribed oath.

Rose M Mendonca

STEPHEN WOERNER

Residence:

32 King Philip Avenue, Barrington, R I 02806
(401)-245-6530

Education:

MBA University of Michigan. Ann Arbor, Michigan. 1977 graduation.
Educational focus:: Management Accounting, Policy-Control
& Analysis and Organizational Design.

BA Colby College. Waterville, Maine. 1973 graduation.
Educational focus:: Liberal Arts.

Professional License:

Certified Public Accountant. Member of the Rhode Island Society
of Certified Public Accountants.

Experience:

SINCE
NOV. 1979 State of Rhode Island, Office of the Auditor General. Supervising
auditor/ municipal specialist. Responsibility for all municipal
issues.

Ernst & Whinney (formerly Ernst & Ernst), Providence, R I. Finan-
cial auditor from 5/77 through 11/79. Senior responsibilities
for small business and municipal clients from 9/78.

Coopers & Lybrand and the University of Michigan, Ann Arbor, MI.
Contributor in Financial Disclosure Practices of the American
Cities. 5/76 through 10/76.

Councilor, Buchanan & Mitchell, Washington, D C. Staff accountant
for regional CPA firm. 1/75 through 6/75.

Other:

- Development of a cost allocation system for a Xerox subsidiary.
- Organizational analysis of a labor/management problem for Michigan Bell Telephone.
- All startup financial and accounting work for a Newport interior decorating corporation.
- Exposure to over ten critical managerial situations via summer employment type jobs.
- Adjunct evening professor of accounting. Roger Williams College.

City of Providence



Rhode Island

Department of City Clerk

MEMORANDUM

DATE: March 27, 1981

TO: Members of the City Council

SUBJECT: MEETING WITH STEPHEN WOERNER - RECOMMENDED FOR THE POSITION OF INTERNAL AUDITOR.

CONSIDERED BY: Councilwoman Carolyn F. Brassil, Chairwoman - Committee on Finance.

DISPOSITION:

Councilwoman Brassil requests the members of the City Council meet in the City Clerk's Department at 7:30 o'clock P.M., Thursday, April 2, 1981, to meet with Stephen Woerner, who has been recommended for the position of Internal Auditor.

Attached is his resume.

Rose M. Mendonca
City Clerk

City of Providence

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

CHAPTER

No. **AN ORDINANCE** IN AMENDMENT OF AND IN ADDITION TO
SECTION 2, CHAPTER 2 OF THE CODE OF ORDINANCES OF THE CITY OF PROVIDENCE,
ENTITLED "ADMINISTRATION".

Approved

Be it ordained by the City of Providence:

SECTION 1. Chapter 2 of the Code of Ordinances of the City of Providence entitled, "Administration" is hereby amended by adding thereto Section 2-42, as follows:

Section 2-42. CITY COUNCIL INTERNAL AUDITOR.

The City Council by a majority of all its members shall appoint a City Internal Auditor who shall be a certified public accountant who shall have a minimum of five years experience in finance, operational auditing or equivalent training or experience. The City Internal Auditor shall have access to the books and records of all offices, departments and other agencies of the City, and it shall be the duty of all officers and employees thereof to supply such information and documents concerning the affairs of the City as the Internal Auditor may request.

(A) Powers and Duties of the Internal Auditor.

The powers and duties of the Internal Auditor shall be, without limitation, the following:

- (1) to perform audits of all offices, departments and other agencies of the City, and additional audits as directed by the Committee on Finance of the City Council or by resolution of the City Council or Providence Review Board.
- (2) to report the findings of such audits to the City Council at least quarterly;
- (3) to issue a report to the City Council at least annually of all operations of the City;
- (4) to submit such reports and financial data, information and statements to the City Council as it may from time to time require;
- (5) to perform such other duties as may be assigned by ordinance and perform other auditing services of an official nature as may be required by the City Council.

(B) Scope of Audits.

Audits shall include, but shall not be limited to determining:

- (1) whether financial operations are properly conducted

in accordance with standards for governmental accounting and generally accepted accounting controls;

- (2) whether the audited entity is operating within its budgetary limits;
- (3) whether the audited entity is in compliance with the State constitution, this Charter, City ordinances, and all other applicable laws and regulations;
- (4) whether the audited entity is managing and utilizing its resources in an economical and efficient manner;
- (5) whether the management information system, administrative procedures and organizational structure are adequate to insure the timeliness and reliability of management information;
- (6) whether the property of the City is properly accounted for and safeguarded from losses;
- (7) whether the objectives or benefits of the audited entity are being achieved.

SECTION 3. This Ordinance shall take effect upon its passage.