

JOANNE M. BOHREN, CPA

Martinez, CA | [REDACTED] | [REDACTED] | [REDACTED]

After 16 years at a local certified public accounting firm, started at Contra Costa County over 25 years ago and has progressed from an entry level position to Assistant County Auditor-Controller developing a prominent reputation in the areas of governmental accounting and reporting not only in the County, but also in the state of California. As a member of the Policies and Interpretations Committee for the State Controller's Office (SCO), has been providing feedback on Governmental Accounting Standards Board (GASB) exposure drafts and updates to SCO's Accounting Standards and Procedures (ASP) manual for ten years.

EXPERIENCE

MARCH 2023-
CURRENT

ASSISTANT COUNTY AUDITOR-CONTROLLER

Provides support to the Auditor-Controller including the overseeing of day-to-day administration and supervision of the department. Oversees the management of the Internal Audit, Property Tax, General Accounting, and Special Accounting Divisions. Assists in the designing, implementing, and administering of major department programs that have a Countywide impact. Oversaw the 2024 and 2025 updates to the Year-End Closing Manual, including the composition, review, and editing of the chapters for County departments. Oversaw the planning of, as well as provided training in, the 2024 and 2025 Year-End Closing Training for County departments. Reviews various reports and correspondence prior to distribution. Prepared in depth procedures to facilitate the preparation of the Annual Comprehensive Finance Report (ACFR), including the preparation and balancing of the government-wide financial statements. Provides governmental accounting experience and feedback to various divisions and other County departments. Documenting governmental accounting educational materials to be made available to County departments.

AUGUST 2008-
MARCH 2023

AUDITOR-CONTROLLER DIVISION MANAGER (REPLACED CHIEF AUDITOR/CHIEF ACCOUNTANT POSITIONS)

Served as the Chief Auditor over the Internal Audit Division, Chief Accountant over the Property Tax Division, and Auditor-Controller Division Manager over both divisions for the Office of the Auditor-Controller. Also was a functional lead during the Workday implementation.

Internal Audit Division

Oversaw the conducting of the internal audit examinations, from preparing the annual examination schedule and presenting it to the Internal Operations Committee, through the attending of entrance and exit conferences at County departments with staff, through the review of the examination reports and working papers. Oversaw the preparation of the Annual Comprehensive Financial Report (ACFR) from making staff assignments, to implementing new Governmental Accounting Standards Board (GASB) statements, to preparing the Management's Discussion and Analysis (MD&A), to providing feedback on assignments, to review of the ACFR. All ACFR's produced during this period received the Government Finance Officer's Association's Certificate of Achievement for Excellence in Financial Reporting. Also oversaw the review and submission of the annual Single Audit report.

Property Tax Division

Managed and reviewed the work of staff performing various property tax functions. This included reviewing various payments from property tax refunds to apportionments to schools and special districts; reviewing various calculations including general obligation bond rates, appropriations limitations, and redevelopment; and reviewing various forms and reports. Additionally, contributed to the annual updating of the statewide Property Tax Manual (manual) through the Property Tax Managers subcommittee, from providing updated chapters to acting as the Chair overseeing the updates; also made a presentation on the manual at a Property Tax Managers subcommittee meeting.

Workday Implementation

Was the lead on grants, business assets, and testing. Provided assistance in the miscellaneous payment requests and reports areas, job aid preparation and review, and provided GASB expertise to ensure compliance with governmental accounting standards. Provided reports trainings to County departments, as needed.

MARCH 2006-
AUGUST 2008

SUPERVISING ACCOUNTANT

As part of the Accounts Payable Division of the Office of the Auditor-Controller, supervised the Accounts Payable division which prepared vendor payments, contract payments, employee expense reimbursements, and the County's form 1099s. Personally reviewed all of the professional development requests submitted for reimbursement by County employees and conducted reviews of payments processed.

OCTOBER 1999-
MARCH 2006

AUDITOR I-III

As part of the Internal Audit Division in the Office of the Auditor-Controller, conducted many examinations of departments throughout the County providing feedback on policies, procedures, and compliance and preparing examination reports. Additionally, was the lead on the team preparing the County's Annual Comprehensive (formerly Comprehensive Annual) Financial Report (ACFR) for audit. This included the implementation of GASB standards including GASB 34-*Basic Financial Statements-and Management, Discussion, and Analysis-For State and Local Governments*. Was a member of the GASB 34 implementation committee and was responsible for analyzing all of the County's trust and agency funds to determine if they needed to be recategorized. Additionally, was responsible for the setup of the chart of accounts and workpapers with the implementation of Prosystem fx/epace (ACFR software).

EDUCATION

DECEMBER 1988

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION-ACCOUNTING OPTION,
CALIFORNIA STATE UNIVERSITY, HAYWARD

DECEMBER 1985

ASSOCIATE IN ARTS, DIABLO VALLEY COLLEGE

CERTIFICATIONS

- Certified Public Accountant (active since 1990)
- Credentialed California County Senior Executive (CSAC)

ACTIVITIES

- Member of the Policies and Interpretations Committee for the California State Controller's Office 2015-current
- Member of the Supervisory Committee for the First Northern California Credit Union 2018-current
- Chair of the Property Tax Manual Committee for the Property Tax Managers sub-committee of the California State Association of County Auditors (SACA) in 2020