

Sunny McLernon, MSW, CICA

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Results-driven Operational Leader

With over 15 years of experience in both public and private sectors, I bring a passion for streamlining operations, ensuring compliance, and driving daily financial strategy through budgeting, forecasting, risk assessment, and stakeholder reporting. I have supported C-suite executives with key financial reporting and cash flow management during major organizational transitions, including mergers, acquisitions and restructuring.

Key Achievements:

- Successfully led the submission of a \$13 M federal reimbursement claim.
- Provided critical support during software implementation amid an acquisition and staffing shortages.
- Evaluated the City of San Diego's fleet operations data collection and acquisition process and made recommendations that radically improved the vehicle acquisition process, reducing wait times for Police Department fleet procurement.

Known for my ability to build and sustain strong relationships across all organization levels, I bring a collaborative leadership style. I believe effective communication and accountability are fundamental to high-performing teams. I believe that good team communication takes time and effort, but it is worth the investment and the results are shown through strong and productive teams that get the work product right the first time.

Professional Experience

Corporate Operations Manager | Householder Group | Jan 2024 – Present | Hybrid

- Directed daily financial operations across 40+ multi-fund accounts, overseeing accounts payable, payroll, bank reconciliations, and profit & loss reviews to ensure accuracy and financial integrity.
- Provided strategic cash flow forecasting and financial analysis to executive leadership during key events such as acquisitions and loan repayments.
- Served as liaison between C-suite and staff to facilitate smooth operational transitions involving process overhauls and compliance enhancements.
- Supported CEO and COO on high-impact initiatives, including restructuring financial advisor commission payouts and implementing new operational software systems.
- Oversaw third-party vendor relationships for multi-state payroll processing and unemployment insurance reporting, ensuring accuracy and compliance.
- Maintained compliance with regulatory requirements, including insurance, SEC filings, and internal policy training, with up-to-date documentation and staff records.
- Led messaging strategy for complex business discussions, ensuring clarity, alignment, and professionalism during challenging organizational communications.

Advisory Supervisor, State & Local Government | Macias Gini & O'Connell | Jul 2019 – Nov 2023 | Remote

- Led comprehensive risk assessments and operational reviews for multiple public entities, identifying areas for process improvement, policy gaps, and control failures through audits, policy analysis, surveys, interviews, and data evaluation.
- Evaluated budgeting policies and cash flow practices to enhance fiscal efficiency, improve planning, and support long-term financial sustainability.
- Managed client relationships by coordinating data requests, facilitating virtual walk-throughs, and ensuring mutual understanding of data requirements and deliverables.
- Developed and maintained project work plans aligned with scope, client budgets, and staffing schedules; collaborated with other project managers for resource coordination.
- Delegated assignments to team members, reviewed work for accuracy and completeness, and provided feedback to ensure high-quality deliverables.
- Authored detailed audit and operational reports with actionable recommendations, and delivered presentations to executive stakeholders, City Council, and Boards to highlight key findings.
- Created customized procurement manuals reflecting municipal policies, departmental processes, and integrated technologies.
- Conducted City-wide risk assessments, prioritizing high-risk areas and presenting findings to guide strategic resource allocation.
- Recommended improvements to recordkeeping and data collection systems to enhance government transparency and accountability.
- Performed audits of nonprofit organizations to assess compliance with government grant requirements; reported and presented audit findings to stakeholders.
- Managed multiple concurrent projects, balancing deadlines, team availability, and executive oversight requirements.
- Built trusted client relationships by understanding needs, proposing tailored solutions within budget, and consistently delivering value to support retention.

Executive Specialist / Performance Auditor | California State Auditor's Office | Jul 2005- Dec 2010

- Conduct comprehensive performance audits of state agencies and programs to assess efficiency, effectiveness, compliance, and fiscal integrity.
- Evaluate policies, procedures, and internal controls to identify operational weaknesses, inefficiencies, or areas of noncompliance with state and federal regulations.
- Analyze large volumes of financial, programmatic, and administrative data to identify trends, risks, and opportunities for improvement.
- Develop audit objectives, scopes, and methodologies based on risk assessments, stakeholder input, and audit standards.
- Interview agency personnel, stakeholders, and subject matter experts to gain insights into agency operations and validate audit findings.
- Draft clear, evidence-based audit reports with actionable recommendations that support improved government accountability, transparency, and service delivery.
- Present audit findings to internal teams, agency leadership, and legislative stakeholders, explaining complex issues in a clear and concise manner.
- Monitor implementation of audit recommendations and follow up with agencies to ensure corrective actions are taken and sustained.
- Ensure audit work complies with Government Auditing Standards (Yellow Book) and internal quality control procedures.
- Collaborate with audit teams in planning, fieldwork, and reporting phases, contributing to a supportive and high-performing audit environment.
- Maintain objectivity and confidentiality in all aspects of the audit process, upholding public trust in the oversight function.
- Developed reports for the State Legislative subcommittees highlighting recommendations to the legislature intended to increase state efficiency or program performance.
- Tracked and reported on state legislation that would impact the State Auditor's Office.
- Collaborated directly with the Chief of Public Affairs and Chief of Legislative Affairs to assist with daily duties and long-term projects.
- Assisted in preparing the State Auditor's testimonies to the State Legislature.

Education & Certifications

Master of Social Work, University of Southern California, Emphasis on Community Planning and Administration.

Bachelor of Arts, Sociology; Minor in Public Policy, University of California, Los Angeles

CICA (Certified Internal Controls Auditor)

COSO Internal Controls Certificate

Core Competencies

- Budgeting & Forecasting
- KPI Development & Analytics
- Risk & Compliance Assessment
- Program & Operational Audits
- Strategic Financial Reporting
- Process Improvements
- Project Management
- Team Development
- Relationship Building
- Communication across all levels
- Client Focus

Tools & Technology

Microsoft Excel (Advanced) – Pivot tables, VLOOKUP/XLOOKUP, conditional formatting, data validation, and financial modeling

Google Workspace (Docs, Sheets, Slides, Drive) – Real-time collaboration, document management, and workflow coordination

QuickBooks (Online) – P&L management, bank reconciliations, payroll, and reporting

Data Visualization Tools – Experience creating visual reports using tools such as Google Data Studio, and Excel charts

Network & Data Security Awareness – Understanding of fundamental practices in data privacy, secure file sharing, and cybersecurity protocols

Project Management Tools – Exposure to platforms such as Asana, Trello, and Smartsheet for team coordination and deadline tracking

Cloud-Based Platforms – Experience working with tools such as Dropbox, SharePoint, and Zoom to support remote operations and secure collaboration