

Per California Code of Regulations, title 2, section 548.5, the following information will be posted to CalHR's Career Executive Assignment Action Proposals website for 30 calendar days when departments propose new CEA concepts or major revisions to existing CEA concepts. Presence of the department-submitted CEA Action Proposal information on CalHR's website does not indicate CalHR support for the proposal.

A. GENERAL INFORMATION

1. Date

2026-01-30

2. Department

California Military Department

3. Organizational Placement (Division/Branch/Office Name)

J8 State Comptroller

4. CEA Position Title

Deputy Director, J8 Fiscal Operations

5. Summary of proposed position description and how it relates to the program's mission or purpose. (2-3 sentences)

Under the general direction of the J8 Comptroller (State Active-Duty O-6), the CEA provides enterprise-level leadership, policy development, and strategic oversight for the Comptroller's Office. The incumbent is responsible for defining and aligning long-term fiscal strategies, governance frameworks, and organizational priorities across Accounting, Budget, Procurement, and Emergency Finance functions, ensuring compliance with state and federal requirements. The CEA provides executive guidance to subordinate managers, advises the Comptroller and The Adjutant General on enterprise-level matters, and ensures that the Comptroller's Office supports CMD's mission, vision, strategic objectives, and the Master Cooperative Agreement. Serves as acting J8 Comptroller when directed.

6. Reports to: (Class Title/Level)

Director, J8 Comptroller / State Active Duty O-6

7. Relationship with Department Director (Select one)

- Member of department's Executive Management Team, and has frequent contact with director on a wide range of department-wide issues.
- Not a member of department's Executive Management Team but has frequent contact with the Executive Management Team on policy issues.

(Explain):

8. Organizational Level (Select one)

- 1st
- 2nd
- 3rd
- 4th
- 5th (mega departments only - 17,001+ allocated positions)

B. SUMMARY OF REQUEST

9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

Under the direction of the Director, J8 Comptroller, the Deputy Director, C.E.A. Level A (CEA), serves as the department's sole executive authority for fiscal and business management policy. The CEA provides executive-level supervision to senior managers and staff across Accounting, Budget, Administration, and Emergency Finance functions, establishing and enforcing department-wide fiscal policies and business management standards. In this capacity, the CEA ensures that all operations are aligned with statewide directives, generally accepted accounting principles, regulatory requirements, and the department's strategic fiscal objectives. The CEA provides guidance, oversight, and professional development to subordinate managers and staff, ensuring consistent application of policies and effective implementation of enterprise-wide strategies.

A primary responsibility of the CEA is enterprise-level fiscal policy and strategic planning. The CEA develops, directs, and implements high-level fiscal and operational policies that govern the Accounting, Budget, Administration, and Emergency Finance functions, providing a unified governance framework for the J8 Comptroller Section. By establishing these policies, the CEA ensures consistency across functional areas, strengthens internal controls, and mitigates financial risk associated with state, federal, trust, and emergency funding streams. For example, the CEA exercises authority under department-specific Budget Bill Language to request up to a \$30 million annual loan and provides executive guidance during quarterly Budgetary Program Advisory Council (PBAC) meetings to support strategic fiscal planning and enterprise risk management.

The CEA is also responsible for federal funding and reimbursement oversight, including the department's General Terms & Conditions (GT&C) and Master Cooperative Agreement for Army, Air, and Youth Programs. In this role, the CEA ensures policies are consistently applied across all J8 functions, safeguarding the department's \$140.6 million federal trust fund authority, which represents approximately 43 percent of the department's \$326.7 million total budget. The CEA ensures managers and staff are aligned with enterprise policy objectives, contribute to high-level fiscal decisions, and maintain effective compliance and reporting standards across the department.

The CEA continuously develops, updates, and implements enterprise-level fiscal and business management policies in response to legislative mandates, regulatory changes, and evolving strategic priorities. Working closely with the Department's Legislation and Government Relations division, the CEA evaluates proposed and enacted legislation for enterprise-wide fiscal policy implications and provides authoritative guidance to executive leadership. As a member of the Executive Leadership Team, the CEA represents the department in high-level discussions with control agencies and external stakeholders, ensuring cohesive policy alignment, promoting fiscal integrity, and advancing CMD's strategic objectives.

The CEA ensures a centralized, unified governance structure across all J8 functions. By integrating disparate functional practices, providing consistent policy direction, and establishing clear decision-making and escalation authority for fiscal and business management issues, the CEA strengthens internal controls, improves accountability and transparency, reduces risk of inconsistent interpretations, and ensures enterprise-wide policies are uniformly applied. This centralized approach directly supports the department's financial solvency, operational readiness, and long-term strategic mission.

B. SUMMARY OF REQUEST (continued)

10. How critical is the program's mission or purpose to the department's mission as a whole? Include a description of the degree to which the program is critical to the department's mission.

- Program is directly related to department's primary mission and is critical to achieving the department's goals.
- Program is indirectly related to department's primary mission.
- Program plays a supporting role in achieving department's mission (i.e., budget, personnel, other admin functions).

Description:

The Deputy Director, C.E.A. Level A, provides centralized fiscal and business management policy leadership and executive supervision for the J8 Comptroller directorate, which directly supports the California Military Department's mission of organizing, training, equipping, deploying, and employing trained and ready military forces for combat operations and homeland emergency response while serving diverse communities. The Comptroller's office is responsible for budgeting, accounting, procurement, and contracting—ensures readiness and response activities by guiding the management of goods and service procurements and federal reimbursements for the 18 Army and Air Guard federal agreements for facilities, security, telecom, aviation, fire protection, and other critical operational areas, as well as 10 Youth and Community Program agreements that support educational services across school districts and federal reimbursement processes with the National Guard Bureau. The CEA establishes and enforces enterprise-wide fiscal policies that ensure consistent compliance with statutory requirements, including those in the California Military and Veterans Code, the Public Contract Code, the State Administrative Manual, The Master Cooperative Agreement and Government Code, while aligning resource governance with the Legislature's appropriations and fiscal directives under the 2023-24 Budget Act (including AB127) and the 2024 and 2025 Budget Acts (SB101 as amended by AB102 and related trailer legislation), helping to maximize federal funding, reduce state General Fund burdens, and strengthen financial integrity and oversight for emergency reimbursements with partners such as Cal Fire, the United States Forest Service, and FEMA. Through this policy-centric role, the CEA ensures that the department's fiscal governance framework enables consistent execution of readiness and response missions, supports strategic use of resources authorized by the Budget Acts of 2023-24 and 2025, and advances the CMD's operational and community support objectives

B. SUMMARY OF REQUEST (continued)

11. Describe what has changed that makes this request necessary. Explain how the change justifies the current request. Be specific and provide examples.

The proposed CEA Level A Deputy Director is necessary to provide centralized executive authority for enterprise-wide fiscal and business management policy across the CMD Comptroller directorate. Under the direction of the Director, J8 Comptroller, the CEA will plan, direct, and oversee fiscal policy, program planning, strategic initiatives, and implementation for Accounting, Budget, Administration, Procurement, and Emergency Finance functions. This role ensures that all directorate operations are aligned under a unified governance framework, with standardized policies, performance metrics, and internal controls that strengthen compliance, mitigate financial risk, and maximize the effective use of state, federal, trust, and emergency funds. The CEA provides executive guidance to senior managers and staff, including oversight of the Budget Officer and collaboration with the O4 Emergency Finance unit, ensuring consistent application of policies, accountability, and professional development to support enterprise-wide strategic objectives.

The need for this CEA position is driven by significant program and budget growth. From FY 2017-18 to FY 2025-26, CMD's budget increased from \$171.4 million to \$326.7 million, a 90.63% increase, while positions grew from 798 to 1,083, a 37.71% increase. Expanded programs, including Task Force Rattlesnake wildfire response and new Youth and Community Programs, have increased the scope and complexity of fiscal operations, including procurement, invoicing, federal reimbursements, and emergency finance activities. The CEA's centralized authority is critical to ensure cohesive enterprise-wide policy, maintain robust internal controls, safeguard federal trust fund authority of \$140.6 million, and implement financial strategies that support mission readiness and emergency response capabilities.

This position is also essential to implement and oversee fiscal and business policies mandated by recent legislative and budgetary actions, including AB127 (2023-24), AB157 (2024-25), and SB101/AB102 (2025-26). The CEA evaluates legislative impacts, provides executive-level guidance to the Comptroller and The Adjutant General, and ensures consistent policy application across Accounting, Budget, Procurement, Administration, and Emergency Finance operations. In addition, the CEA oversees the department's Master Cooperative Agreement and General Terms & Conditions for Army, Air, and Youth Programs, ensuring federal funds are used in compliance with state and federal law. By establishing performance expectations, monitoring progress, and providing executive-level direction, the CEA strengthens governance, promotes fiscal integrity, mitigates enterprise risk, and ensures CMD achieves its strategic objectives efficiently and effectively.

C. ROLE IN POLICY INFLUENCE

12. Provide 3-5 specific examples of policy areas over which the CEA position will be the principle policy maker. Each example should cite a policy that would have an identifiable impact. Include a description of the statewide impact of the assigned program.

The proposed CEA-A Deputy Director will serve as the primary policy authority for the development, implementation, and oversight of department-wide fiscal and operational policies within the Comptroller Directorate, ensuring alignment with the California Military Department's (CMD) mission to maintain trained and ready military forces, respond to emergencies, and deliver Youth and Community Programs statewide. Specific policy areas over which the CEA-A will be the principal policy maker include:

Emergency State Active Duty (ESAD) Worker's Compensation Policy – This policy establishes roles, responsibilities, and procedures for managing SCIF claims during emergency missions, assigning claim management responsibilities and defining required data reporting. By reducing unnecessary medical costs and lowering the department's experience modifier (x-mod), this policy is projected to save \$1–2 million annually and impacts approximately 550 personnel annually involved in continuous operations such as Task Force Rattlesnake and Counter Drug, as well as hundreds or thousands of service members activated for state emergencies.

State Non-Appropriated Funds (NAFs) and Non-Appropriated Fund Instrumentalities (NAFIs) Policy – This policy provides updated governance and internal controls for Morale, Welfare, and Recreation (MWR) programs at CMD installations, including lodging, dining, RV, hunting, and facility rentals, ensuring compliance with CMVC §412.5, fair contracting, proper staffing, and scheduled audits. The statewide impact includes all CMD service members and California veterans accessing programs at JFTB Los Alamitos, Camp San Luis Obispo, Camp Roberts, and other installations.

Cooperative Agreement (GT&C / MCA) Policy – The CEA-A will govern 28 federal reimbursement agreements totaling \$140 million annually, establishing roles, responsibilities, training requirements for project directors and resource advisors, federal invoice processing timelines, and proactive dispute resolution frameworks. Statewide, this ensures uninterrupted funding for Army, Air, and Youth Programs, including STARBASE and ChalleNGe, benefiting thousands of cadets, youth, and service members, while maintaining compliance with both state and federal law.

Department-wide Fiscal and Emergency Finance Policy Oversight – This includes policies governing budget execution, procurement, accounting, and emergency finance operations, ensuring compliance with the Public Contract Code, Government Code, and State Administrative Manual. By providing enterprise-level oversight, the CEA-A maximizes federal reimbursements, reduces General Fund reliance, and maintains readiness across all CMD programs, with direct impact on statewide emergency response and operational support activities.

By centralizing executive policy authority, the CEA-A ensures consistent implementation of policies across all directorate functions, mitigates fiscal and operational risk, strengthens internal controls, and aligns CMD operations with legislative mandates, federal requirements, and statewide objectives. These policy areas collectively sustain CMD's operational readiness, emergency response capabilities, and Youth and Community Programs, providing measurable benefits to California's citizens, service members, and veterans.