



### Legislation Details (With Text)

**File #:** 76849      **Version:** 1      **Name:** Delete the classification of IT Administrative Services Manager in CG18, R10 in the salary schedule and recreate the classification in CG18, R16. Recreate position #819 as IT Administrative Services Manager within the IT operating budget and reallocate em

**Type:** Resolution      **Status:** Passed

**File created:** 3/14/2023      **In control:** Human Resources Department

**On agenda:** 4/18/2023      **Final action:** 4/18/2023

**Enactment date:** 4/19/2023      **Enactment #:** RES-23-00318

**Title:** Delete the classification of IT Administrative Services Manager in CG18, R10 in the salary schedule and recreate the classification in CG18, R16. Recreate position #819 as IT Administrative Services Manager within the IT operating budget and reallocate employee to the new position.

**Sponsors:** Director of Human Resources

**Indexes:**

**Code sections:**

**Attachments:** 1. PB Memo IT Finance Portfolio Mgr 3-2023 - Updated.pdf, 2. IT\_Adm\_Finance\_Project\_Portfolio\_Manager\_PD - Updated.pdf

Date	Ver.	Action By	Action	Result
4/18/2023	1	COMMON COUNCIL	Adopt	Pass
3/27/2023	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
3/22/2023	1	PERSONNEL BOARD	Return to Lead with the Recommendation for Approval	Pass
3/21/2023	1	FINANCE COMMITTEE	Referred	
3/21/2023	1	COMMON COUNCIL	Refer	Pass
3/14/2023	1	Human Resources Department	Referred for Introduction	

#### Fiscal Note

The proposed resolution deletes the IT Administrative Services Manager position in compensation group 18, range 10; recreates the position as an IT Administrative Services Manager position in compensation group 18, range 16; and reallocates the incumbent to the new position in the IT operating budget.

The annualized cost increase for this change is between \$23,400 and \$28,800, not including benefits. The IT department may be able to accommodate this increase within their existing personnel budget if there is sufficient salary savings from turnover and vacancies in other positions. The department has a vacant CG18, R16 position they are planning to underfill as a CG 18, R14. Additionally, there is an IT Specialist 2 position that will be underfilled as an IT Specialist 1. The agency’s budget will be monitored throughout the year and if necessary, a budget amendment may be offered through the year-end appropriation. No additional appropriation is needed at this time to fund the proposed changes.

#### Title

Delete the classification of IT Administrative Services Manager in CG18, R10 in the salary schedule and recreate the classification in CG18, R16. Recreate position #819 as IT Administrative Services Manager within the IT operating budget and reallocate employee to the new position.

**Body**

Resolution deleting the classification of IT Administrative Services Manager in CG18, R10 of the salary schedule, recreating the classification in CG18, R16, recreating the 1.0 FTE position #819 as IT Administrative Services Manager within the IT Operating Budget and reallocating the employee, A. Lythjohan to the new position, thereof.