



Human Resources Office

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MEMORANDUM

Date: April 5, 2021

To: Finance & Administrative Services Committee

Through: Gary Gibson, County Administrator

From: John Light, Director of Human Resources

Subject: Information Technology – Restructuring/Reclassification(s) request

Issue

The Information Technology Department needs to align vacant positions tasked with the security of our network to the right grade level in order to recruit the right talent to Lake County and fulfill mission requirements.

Analysis

In conjunction with IT, we examined our needs. Our assessment was that we needed to align more positions in IT to the function of security. Next, we reviewed vacant positions within the IT Department that could be reassigned to this function, comparing the existing grades of specific vacant positions against internal positions and external positions which are comparable. Our analysis showed a need to change the salary grades/realign the positions in order to enable us to recruit the talent we need to protect the investment we have in the network and ensure we meet our day to day operating needs.

The cost of the proposed reclassifications will be paid for (offset) by the use of unexpended funds within the existing FY 2021 IT Budget. These funds were budgeted, but the funds were unspent because these positions have been vacant (Dec – present day).

In conclusion, our analysis found:

- One position should be graded higher.
- The new grade align better with internal and external comparable positions.
- The title of two positions should be reclassified.
- This action does not increase FTE.
- This action is expense neutral.

Recommendation

We recommend the Committee approve the reclassification of the following positions within the Information Technology Department:

- Position 33005 Information Security Officer from MIT9 to MIT10
- Position 10322 Lead Software Systems Engineer KIT9 to Network Security Administrator KIT9
- Position 33054 Telephone Engineer KIT9 to System Security Administrator KIT9



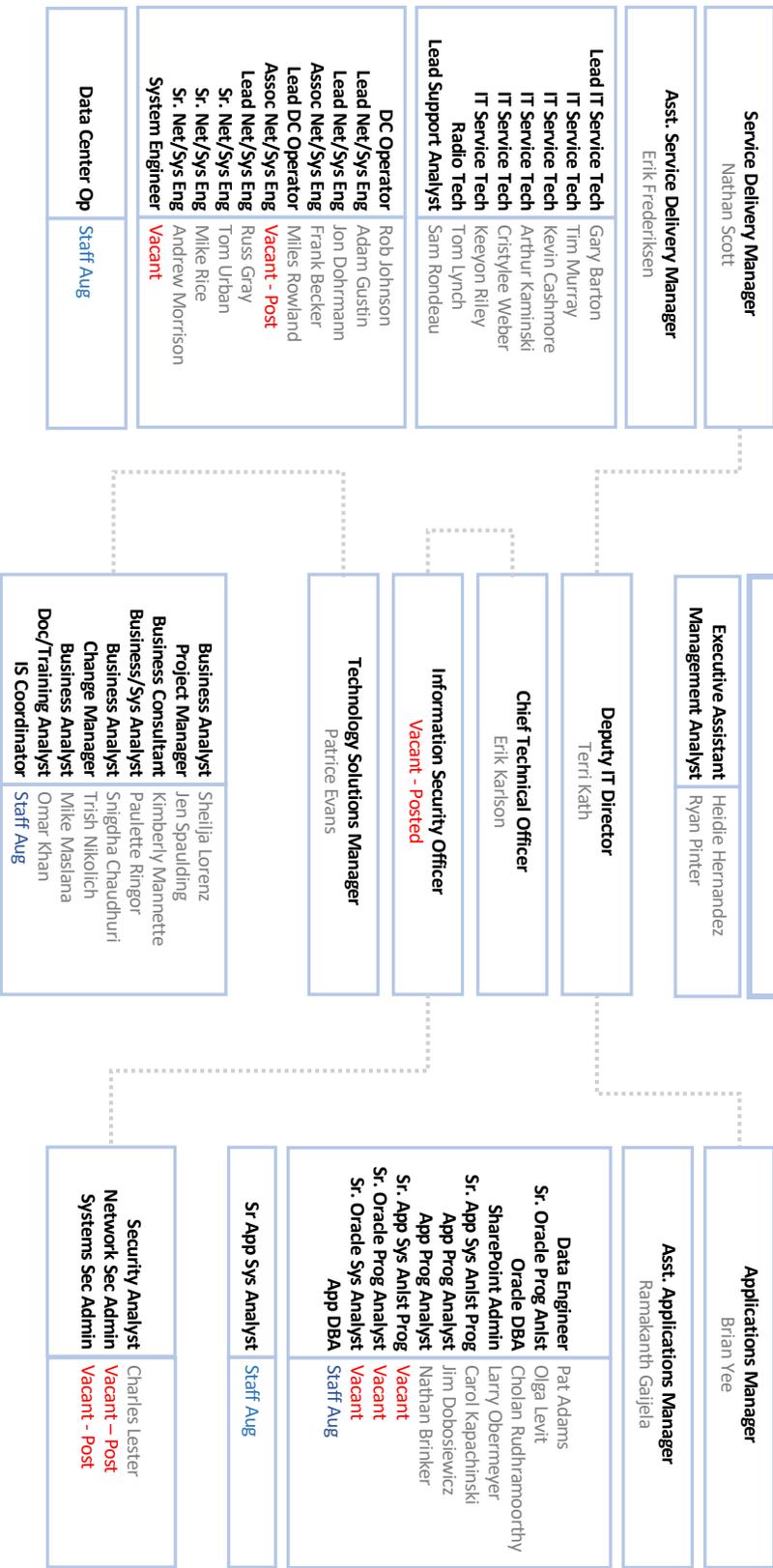
Lake County Enterprise Information Technology

rev/03.16.2021

Proposed

8
Vacant
635K

4
Staff Aug
275K



Lake County Enterprise Information Technology

rev. 03.16.2021

Changes

