

# Agenda Report

May 15, 2000

TO: City Council  
FROM: City Manager  
SUBJECT: Information Technology Services Division – Salary and Classification Changes

## RECOMMENDATION

It is recommended that the City Council adopt a resolution to amend the Salary Resolution and two side agreements with the Pasadena Management Association (PMA) and the American Federation of State, County and Municipal Employees (AFSCME) to implement classification and salary changes proposed in the Information Technology Services Division (ITSD). These changes will be effective June 5, 2000.

## BACKGROUND

Over the past several years, the information technology industry has grown at an unprecedented rate in the marketplace. Both private and public sector employers who have incorporated technology into their business must rely heavily upon employees with IT skills. These employers have taken steps to ensure that they are able to both attract and retain employees. Consequently, the compensation plans in technology-related fields have escalated rapidly over recent years in order to effectively compete for the talent.

One year ago, the ITSD utilized a management consulting firm, DMG-Maximus, to review the organizational structure relative to the design of positions in the developing field of information technology. Additionally, ITSD requested a market survey of technology positions in the City, which was conducted by the Human Resources Department. As a result, staff is recommending classification title changes and/or salary adjustments for the majority of positions in ITSD.

The classification title changes provide for generic, broad and flexible classification series based upon competency and skill sets, redefines essential job functions to be reflective of current and future IT needs, and updates our titles to reflect the industry nomenclature. This allows for greater staffing flexibility, identifies career paths and mobility opportunities, and simplifies recruitment and classification processes.

The recommended salary adjustments are based primarily upon the City's participation in two separate compensation surveys that were conducted by other organizations, supplemented by market data collected by the Human Resources Department. Of the 32.5 FTEs, 13 are recommended for salary increases to reflect the market average for comparable positions.

The attached chart displays the classifications which are recommended for a title change and/or salary increase. Where the position is currently filled by a City employee, the employee will be reclassified to the new position title and be considered for an increase based upon performance. Where the position is encumbered by a contract worker (through a temporary employment agency), the decision to fill the job through competitive placement will be made on a case-by-case basis based upon operational need.

We believe that the recommendations shown on the attached chart are essential in order to continue the centralized technology support to operating departments. The proposed classification and salary changes allows for greater staffing flexibility to meet business needs and provides an improved ability to compete for technology professionals in the marketplace.

#### FISCAL IMPACT

The salary and benefit increases contained herein represent an added annual cost of \$51,078. The maximum impact for the current fiscal year is \$4,256. There are sufficient funds available in the Computing and Communications Fund to cover these expenses.

Respectfully,




CYNTHIA J. KURTZ  
City Manager

Approved by:



GALE E. HARRISON  
Director of Human Resources

Concur:



ROBERT K. PERSON  
Assistant to the City Manager/  
Chief Information Officer