

# RECORD OF ORDINANCES

**24-15**

Ordinance No. \_\_\_\_\_

Passed \_\_\_\_\_, 20\_\_\_\_

**AN ORDINANCE AMENDING SECTION 2 (WAGE & SALARY STRUCTURE/ADMINISTRATION) OF ORDINANCE NO. 73-06 ("COMPENSATION PLAN FOR NON-UNION PERSONNEL"), AND DECLARING AN EMERGENCY**

**WHEREAS**, Council has determined, upon the recommendation of the City Manager, that certain sections of the Compensation Plan for non-union personnel should be amended; and

**WHEREAS**, Council has determined, that these amendments are necessary for the administrative and operational effectiveness of the City of Dublin; and

**WHEREAS**, Council desires that the City of Dublin remain an "Employer of Choice" in the Central Ohio region.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Dublin, State of Ohio, \_\_\_\_\_ of the elected members concurring that:

**Chapter 1.** Section 2 (Wage & Salary Structure/Administration), paragraph A of Ordinance No. 73-06 be amended by changing the pay grade of the following job classification title:

Information Technology	
Classification Title	Pay Grade
Director of Information Technology	2.0

**Section 2.** This Ordinance is declared to be emergency legislation necessary for the immediate preservation of the public peace, health, safety or welfare and for the further reason that the Director of Information Technology position has been vacant since January 31 and recruitment efforts are underway at this time. Therefore, this ordinance shall take effect immediately upon passage.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Mayor – Presiding Officer

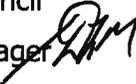
ATTEST:

\_\_\_\_\_  
Clerk of Council



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# Memo

**To:** Members of Dublin City Council  
**From:** Dana L. McDaniel, City Manager   
**Date:** March 5, 2015  
**Initiated By:** Tim D. Wagner, Director of Human Resources  
**Re:** Ordinance 24-15 – Amending the “Compensation Plan”

## Background

As of January 31, 2015, the City experienced the retirement of its Director of Information Technology (IT), leaving the position vacant. The City is actively searching for an individual to fill this role. Based on the timing of this vacancy and the need to evaluate the organization, the City has an opportunity to re-create the position’s main focus and job responsibilities and tailor it to the needs of ever-increasing changes and demands of information technology.

The role of the Director of IT has historically been placed under the direction of the Assistant City Manager, making the role a Division head. To keep on a continuous path of improvement and innovation, the Director of IT position should be upgraded to a department head role and directly report to the City Manager, based on a restructure of duties and responsibilities within the area of information technology.

In general, the prominence and influence of the Director of IT (or Chief Information Officer) position has greatly risen within organizations as information, and the information technology that drives it, has become an increasingly important part of today’s organization. This is no different in the City of Dublin. The Director of IT will play an ever increasing role in driving the analysis and re-engineering of existing business processes, identifying and developing the capability to use new tools, reshaping and protecting the organization’s physical infrastructure and network access, influencing equipment/product acquisition, and identifying and exploiting the organization’s knowledge resources. Additionally, the Director of IT develops policy and guides the development, planning, budgeting, resourcing and training relative to technology use by the City. The Director of IT should play an increased leadership role in the City’s efforts to integrate technology use into both its long-term strategy and its immediate business plans.

Going forward, the responsibility for the operations and continued development of Dublink will become the responsibility of the Director of IT. Dublink provides a vital institutional broadband capability while also playing a significant economic development role. Dublink has global visibility and projects to significantly increase Dublink’s capability as an economic development incentive are underway.

The Director of IT will also play a larger role in driving or leading crucial decisions and initiatives leveraging technology and technology-dependent projects essential to the strategic and operational objectives of the City. It is imperative that the Director of IT be at the level of department director in order to maximize coordination and properly influence decision making.

## **Summary**

Attached for your consideration is Ordinance No. 24-15, amending Ordinance No. 73-06 ("Compensation Plan" for non-union personnel). Adoption of this ordinance will accomplish the following objectives:

- Modify the pay range of the Director of Information Technology job classification
- Enable the City to aggressively compete for high quality candidates
- Elevate this position to report directly to the City Manager

### **Section 1: Adjusted Classification**

#### *Director of Information Technology*

After reviewing the duties, responsibilities, and experience necessary to be successful and also reviewing the future objectives of the City, there is a need to upgrade this position from the current pay grade of 3.2 to a 2.0. A process to hire a Director of IT has been underway. There still remains a pool of candidates from this recruitment process who are very qualified for such a pay grade. We will also consider another announcement to draw additional candidates.

## **Recommendation**

Staff recommends dispensing with the second reading/public hearing and approving Ordinance 24-15 as an emergency at the March 9<sup>th</sup> Council meeting. The reason for the emergency is that technology is directly supportive of all efforts of the City regarding public safety, health and welfare.