COUNTY OF DANE
DEPARTMENT OF ADMINISTRATION
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Carlos Pabellon
Interim Director of
Administration

July 6, 2015

TO: Chair and Members of the Personnel & Finance Committee

FROM: Carlos Pabellon
             Interim Director of Administration

RE: Approval to Recruit Technical Services Manager

County Ordinance 29, 52(16) requires the Personnel and Finance Committee, along with the County Executive, to approve filling positions that have been vacant longer than six months. I am requesting approval to fill the Technical Services Manager position (#169) The County Executive approved the freeze appeal on June 16th 2015.

What is the nature of the work or what is the essential function of the position?

This position within the Division of Information Management is responsible for vision and leadership in the planning, acquisition, and maintenance of the information technology infrastructure used by Dane County and its stakeholders. This position advises the CIO on strategic planning, operational planning and technology procurement to address the current and future technology needs of Dane County staff and stakeholders, advises the CIO on technology initiatives to improve the efficiency and effectiveness of County programs, and supervises senior level technical staff responsible for implementing and supporting server, storage area network (SANs), network infrastructure, firewall, workstation, security, data protection systems and VOIP systems.

How has this function been fulfilled during the vacancy?

Other employees have taken over the primary duties along with their already large workloads. Other duties have been left undone or completed on an as-needed basis.

What will the impact be on the department's function and mission if the position remains vacant?

If this position is left vacant the workload of the CIO and other senior Information staff will continue to be extremely high, which may result in staff burnout, and potentially increased technical issues due to planned maintenance not being performed and the County not keeping up with current technology. This will increase the likelihood of a Cyber Attack being successful, and County employees and stakeholders being less productive due to using older technology.