



El Dorado County Information Technologies

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TO: Laura Gill, Chief Administrative Officer

DATE: October 26, 2007

SUBJECT: Request to Promote Gregg Plourde as a Supervising IT Analyst, Step 5

Gregg Plourde was employed by El Dorado County on April 12, 1997. Since his employment he has performed varying roles within Information Technologies and has consistently held a Project/Team Lead status from December 1999 allowing him to receive a 10% differential agreed to in the MOU with Local 1 of the El Dorado County Employee Union. He has recently accepted the position of Supervising IT Analyst. I am recommending that Gregg receive a Supervising IT Analyst Step 5 salary, effective December 1, 2007, for the following reasons outlined below.

By accepting the position of Supervising IT Analyst, Gregg will have the responsibility for a Server Administration team and Desktop Support team consisting of nine employees with a complex group of functions including Enterprise wide support for file and print servers, Enterprise wide Email platform, the new Server virtualization project, Enterprise File Backup responsibilities, and Enterprise wide PC support for El Dorado County. These diverse functions will comprise a staff of 9, with a coverage area spanning the geographical area from El Dorado Hills to South Lake Tahoe.

Gregg consistently demonstrates that he is an action-oriented Team Leader who always keeps priorities in mind when making decisions, which are usually sound and well-thought-out. This has led to improved organizational effectiveness, teamwork, productivity and coverage throughout the County.

Gregg's current salary is based on an IT Analyst II, Step 5 with 10% differential, \$40.37. Promoting Gregg to a Supervising IT Analyst, Step 5 provides him with an increase in pay of \$1.84 or 4.56%, \$42.20. If Gregg is promoted to a Step 4, his wages are reduced by .18 an hour, \$40.19.

Gregg continues to enhance the Server Administration and Desktop Support section productivity and effectiveness with his knowledge, skills and experience. He has high initiative and makes sound decisions. His written and verbal presentation skills are excellent.

"The commitment of the Information Technologies staff is to deliver creative, practical solutions and service in support of the current and future technological needs of El Dorado County."

I have attached his application for employment for review.

The amount of the additional salary and benefit cost (approximately \$1913.60) for the balance of this FY are available in the department's budget. If the County's financial condition requires reductions in departmental appropriations during this FY, the department agrees to identify departmental savings that will offset the added cost of the early step advancement.

I request your approval of this recommendation.

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