

# FACTSHEET

**Instructions:** If a question does not apply, **DO NOT DELETE IT**, just put "NA". Please try to keep it to **ONE** page only. Submit **one original**, with your Request Form, to City Clerk.

**TITLE:**  
Request to change the pay range of classification

**BOARD/COMMITTEE:**  
Personnel Board

**APPLICANT:**  
Doug McDaniel

**RECOMMENDATION:**  
For

**STAFF RECOMMENDATION:**

**OTHER DEPARTMENTS AFFECTED:**  
Health

**SPONSOR:**  
Human Resources

**OPPONENTS:**

**REASON FOR LEGISLATION:**

Request to change pay range for 3608 – Information & Fiscal Services Manager from M01 to M02

**DISCUSSION / FINDINGS OF FACT:**

Human Resources and the Health Department director are requesting this move in pay range due to the range of duties the position covers and internal equity. This position is responsible for all budget and fiscal issues for the Health Department and oversees a \$19M budget, including \$4M in fees. In addition, this position is responsible for all Information Services for the department, which includes medical and dental electronic records, ACELA, mainframe interface, Animal Control information system, electronic billing and all personal computers, tablets and/or smartphones for 215 staff. This position also serves as the City wide HIPAA officer. All other division managers in the health department are M02 or M03; The fiscal impact would be \$4378 annually.

**POLICY OR PROGRAM CHANGE:**     Yes     No

**OPERATIONAL IMPACT ASSESSMENT:** NA

**COST OF TOTAL PROJECT:**

**RELATED ANNUAL OPERATING COSTS:**

**SOURCE OF FUNDS:**

**CITY:**

**NON-CITY:**

**FACTSHEET PREPARED BY:** Doug McDaniel

**DATE:** 07-17-14

**REVIEWED BY:**

**DATE:**