

**ANOKA COUNTY INFORMATION TECHNOLOGY (IT) COMMITTEE AGENDA
and Meeting of the Anoka County Board of Commissioners****

Commissioners Gamache (Chair), Reinert (Vice Chair), Meisner

**For the Tuesday, June 21, 2022, Meeting, at 2:00 P.M.
Conference Room #710 - Anoka County Government Center**

1. Public Comment: Public comments are welcome at this time. In consideration of others wishing to speak, please limit comments to 2 minutes. Questions directed to the committee will not be answered immediately; however, whenever possible, all appropriate questions will be responded to in a timely and effective manner by county staff.

ACTION ITEM:

INFORMATIONAL ITEMS:

2. Consider, for informational purposes, an overview of the 2023 Information Technology Customer CEPs.
3. Consider, for informational purposes, an update on IT position reclasses.

ADDITIONAL ITEMS:

4. Next scheduled meeting will be Tuesday, July 19, 2022, at 2:00 P.M.
5. Adjourn

*** Actions taken by this Committee do not bind the County Board. In addition to the County Commissioners appointed to this committee, additional County Commissioners may attend. Non-committee Commissioners may choose to participate in the discussions and/or ask questions, but they will not vote on any item, nor will they agree to take a specific action on business conducted by the committee. If their attendance and limited participation in the committee meeting is considered a meeting of the County Board, this shall serve as notice of a County Board meeting. This shall also serve as notice of a County Board Meeting for any committee comprised of four or more members of the board.*

*Requires board approval



ANOKA COUNTY IT COMMITTEE INFORMATIONAL ITEM

June 21, 2022

INFORMATION TECHNOLOGY DEPARTMENT

ACTION REQUESTED	Susan Vreeland, Director of Information Technology, is requesting the IT Committee consider, for informational purposes, an overview of IT position reclasses.
BACKGROUND	In the past, reclasses were presented to the Management Team by Human Resources frequently. HR is updating their process and will be presenting reclasses in batches for great efficiency and less frequency.
SOLUTIONS	IT has identified 4 positions where staff are currently performing the job duties/functions of a position at a higher class. Working with HR, we updated the Position Description Qualifiers (PDQs), they were reviewed by HR and determined they should be reclassified.
CONCLUSION	Reclass the 4 positions, per the attached spreadsheet, based on the new PDQs. IT is able to absorb these increases in our operating budget. These reclass requests have been submitted by HR for review by the Management Team.
RECOMMENDATIONS	There is no recommendation at this time. Susan Vreeland, Director of Information Technology, is requesting that the IT Committee consider, for informational purposes, an overview of the IT position reclasses.

Recommendations for Reclassifications

Incumbent	Presnt Title	Proposed Title	Present Grade level	Approve Grade Level	Department	Effective Date	PCN
Schieffer, Jeff	Data Management Analyst	Senior Data Management Analyst	C013	D114	IT	06/18/2022	2014003045
Thour, Tom	Associate End User Support Specialist	End User Support Specialist	B110	B111	IT	06/18/2022	1992000371
Solehim, James	Associate End User Support Specialist	End User Support Specialist	B110	B111	IT	06/18/2022	1997001786
Slawson, Lyle	Senior Systems Management Specialist	Supervisor, System Management Specialist	D114	D115	IT	10/08/2022	1999001955