HISTORIC
FRANKLIN
TENNESSEE

MEMORANDUM

February 3, 2014

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
            Russ Truell, ACA, Finance and Administration
            Fred Banner, IT Director

SUBJECT: **Information Technology Organization Chart**

Purpose
The purpose of this memo is to ensure that the IT Department organization chart (attached) matches the job descriptions created or updated in 2013.
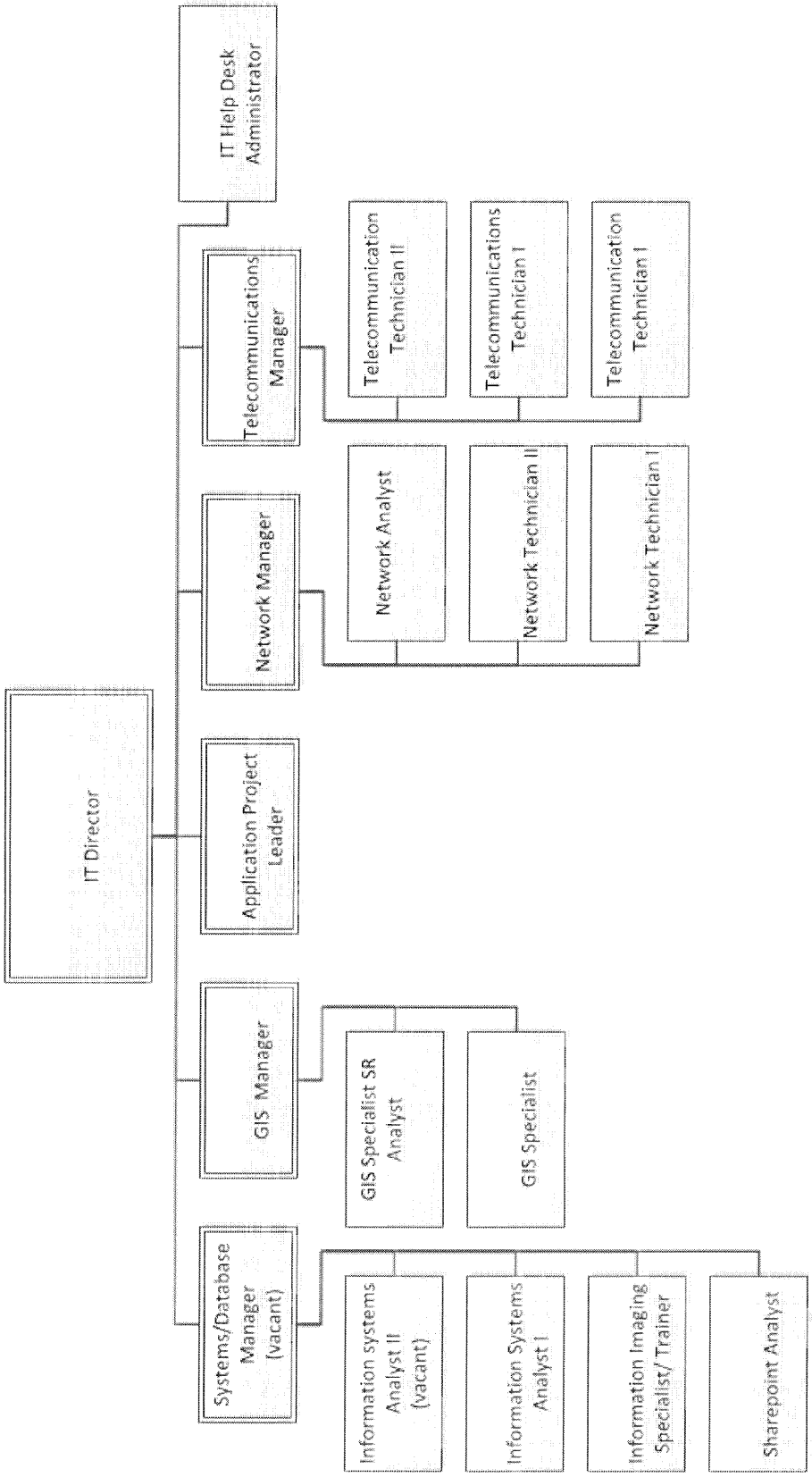
Background
With the assistance of Russ Truell and Steve Thompson, all current job descriptions and positions in IT were reviewed in June 2013. IT staff members were engaged in the suggested title changes as well as the changes in the descriptions of their respective positions. Steve Thompson submitted these changes to HR, which were approved by BOMA along with all departments for the City.

Financial Impact
There is no budget impact to our current budget. For 2015, IT will be requesting the addition of two positions Telecommunication Technician II and Network Analyst. These positions are due to increased requests for IT services and to create a security officer position (Network Analyst).

Recommendation
Staff recommends approval of the attached organization chart.

Organizational Chart

- IT Director
  - IT Help Desk Administrator
  - Telecommunications Manager
    - Telecommunication Technician II
    - Telecommunications Technician I
    - Telecommunication Technician I
  - Network Manager
    - Network Analyst
    - Network Technician II
    - Network Technician I
  - Application Project Leader
  - GIS Manager
    - GIS Specialist SR Analyst
    - GIS Specialist
  - Systems/Database Manager (vacant)
    - Information systems Analyst II (vacant)
    - Information Systems Analyst I
    - Information Imaging Specialist/ Trainer
    - Sharepoint Analyst

Position	Grade	#	Budget 2014	#	Budget 2015
IT Director	L	1	Y	1	Y
Systems/ Database Manager	J	1	Y	1	Y
Telecommunications Manager	J	1	Y	1	Y
Communications Services Manager					
Applications Project Leader	J	1	Y	1	Y
Applications Development Manager					
Network Manager	J	1	Y	1	Y
GIS Manager	I	1	Y	1	Y
IT Help Desk Administrator	E	1	Y	1	Y
Help Desk Technician					
Information Systems Analyst II	H	1	Y	1	Y
Public Safety Applications Manager					
Information Systems Analyst I	F	1	Y	1	Y
Information Imaging Specialist/ Trainer	G	1	Y	1	Y
Business Services Application Manager					
Sharepoint Analyst	H	1	Y	1	Y
Database Adm/Webmaster					
GIS Specialist Sr	G	1	Y	1	Y
(GIS Analyst SR)					
GIS Specialist	E	1	Y	1	Y
(GIS Analyst)					
Network Analyst	H	1		1	Y
Network Technician II	G	1	Y	1	Y
Network Technician I	F	1	Y	1	Y
Telecommunications Technician II	G	0		1	Y
Telecommunications Technician I	F	2	Y	2	Y
(Communications Technician)					
		18		19	
Enterprise Application Manager					
Finanical Applications Manager					
ITS Specialist		1		0	
Application Support Analyst					
Intern		2		0	