



Department of County Management
MULTNOMAH COUNTY OREGON

Human Resources
Multnomah Building
501 SE Hawthorne
Portland, Oregon 97214

To: Tracey Massey, IT Manager Senior Date: April 5, 2011
From: Joi Doi, Classification and Compensation Unit (503/4)
Subj: Reclassification Request #1680 – New IT Project Manager 2

The review of your request has been completed, and the decision is outlined below.

Request Information:

Date Request Received: March 18, 2011 Position Number: 712363
Current Classification: IT Project Manager 1 Requested Classification: IT Project Manager 2
Job Class Number: 9458 Job Class Number: 9459
Allocated Classification: IT Project Manager 2 Job Class Number: 9459
Pay Range: \$73,060.00 - 109,590.00 Annually Pay Grade: 230

This classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 including the provision that Central HR may re-evaluate within 12 mos. the classification decision to ensure duties and work are carried out as originally described. Further, this allocation may require Board of County Commissioners' approval, and so this decision is considered preliminary until such approval is received.

Position Information:

Filled & incumbent reclassified - see Employee Information Section

Employee Information:

Name of Incumbent Employee: Dan Cole
New Job Class Seniority Date: November 5, 2010

| Date | Job Class and Number | Grade | Rate | Action |
|--------------|-----------------------------|-------|------------------|--------------|
| Nov. 4, 2010 | IT Project Manager 1 (9458) | 228 | \$92,554.00/year | Pre-reclass |
| Nov. 5, 2010 | IT Project Manager 2 (9459) | 230 | TBD | Post-reclass |

New/Vacant Position Information:

If the position is vacant or incumbent not reclassified with position, the position must be filled in accordance with the normal appointment procedures. If position is reclassified due to reorganization, a limited recruitment process may be conducted. Please consult with the IT Human Resources Unit for assistance.

Reason for Classification Decision:

In the last 8 months, this IT Project Manager position was assigned significant, new projects and the oversight of teams working on the projects. Projects include: Mental Health's records conversion from defining scope and systems requirements through the RFP process to implementation; Google's Support Transition phase through Gmail implementation; and replacement of the County Attorney's system. The combined budgets of these projects are \$2-3 million, have a matrixed team of 16 professional IT staff, as well as numerous line staff and managers from County divisions/Departments, the city, and State agencies.

IT Project Managers are responsible for large critical projects that require integrating complex tasks, matrixed IT staff and end users to maximize systems productivity/utility for customers. IT PM 2s oversee larger budgets and dispersed project teams to meet deliverables for their clients. The oversight of major, multiple projects and teams sustain this position remaining in a project manager classification vs. allocating it to an IT Manager job class. The projects assigned are significant in scope, budget, FTE, complexity, and encompass County departments and external jurisdictions as well. Such criteria distinguish this job class from IT PM 1 which has lesser scope, staff, budgets, and project complexity. IT Manager classes are further distinguished from the IT PM series in that the former are program executives responsible for setting IT program policies and priorities, have ongoing full supervisory and workforce planning functions, and can exercise budgetary discretion in terms of redirecting/diverting projects and IT teams as needed. If you have any questions, please feel free to contact me at 503.988.3241.

cc: Karin Lamberton, Patsy Moushey, IT HR
Leola Warner & Jacqueline Burns, HR Maintainers

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