



Item #19

July 2, 2014

TO: Board of Directors

FROM: Steve L. Rosenberg *SLR*  
Director of Finance and Administration

Debbie Williams  
Director of Human Resources

SUBJECT: Consider Approval of New Position Description for Information  
Technology Manager

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## I. Executive Summary

This agency's growth from SCAT to GCT to GCT District over the past few years requires the agency's infrastructure to evolve in order to keep up. One of the most challenging functional areas to stay abreast of is information technology (IT). GCT not only has the same IT challenges as any other business or public agency, in terms of building and maintaining a communications backbone as well as business, facility and productivity applications, GCT has the added complexity of having a bus fleet with an ever-expanding array of increasingly necessary technology systems.

Through its recent history, GCT has addressed IT support using a long-time contractor. Our ability to retain this contractor and the institutional knowledge this contractor possesses has allowed GCT to keep its infrastructure and its systems up to date and operational. In the past several years GCT has made great strides in this area with the addition of on-board recording systems, new scheduling and dispatch software, new fare collection systems and a dedicated operator training system. The backlog of needed technology upgrades is great, but has been limited by lack of staff to manage technology projects and systems.

This was addressed when the Board approved in the FY 2013-14 budget GCT's first internal dedicated IT position. Addition of this position has been delayed by the prioritization of other projects, but staff is now prepared to move ahead with the recruitment and hiring of an IT Manager. The IT Manager will be responsible to plan, manage and maintain all aspects of GCT's technology infrastructure, including data and technology systems, standards and projects, including transit-specific technology systems.

**Consider Approval of New Position Description for Information Technology Manager**

The salary range for the Information Technology Manager position will be equivalent that of GCT's highest Manager-level position, \$64,800 to \$90,900. This range is consistent with the findings of a recent informal salary survey done by the Human Resources Department. This position will report to the Director of Finance and Administration, and is included in the FY 2014-15 budget.

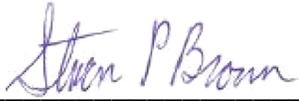
The complete position description for Information Technology Manager is an attachment to this report.

**II. RECOMMENDATION**

**IT IS RECOMMENDED that the Board of Directors approve the new position description for Information Technology (IT) Manager.**

Attachment

General Manager's Concurrence:



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Steven P. Brown