



City Manager  
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TRANSMITTAL MEMORANDUM
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TO: The Honorable Mayor and City Council

FROM: Lacey G. Simpson, Acting City Manager

DATE: September 26, 2022

RE: **Authorizing Offer of Employment Compensation – Information Technology Director**

As the City Council is aware, the position of Information Technology Director has been vacant since the retirement of Curtis Thomas, effective June 30, 2022. Senior Systems Administrator Brock Hecla has served as Acting Information Technology Director since Mr. Thomas's departure.

One internal candidate applied for the vacant position and was interviewed by a committee comprised of the incoming City Manager, Acting City Manager, the Human Resources Manager, and the Senior Systems Engineer. It was the unanimous recommendation of the committee that internal candidate Brock Hecla be offered the position and permanently appointed to Information Technology Director based on his experience, understanding of the department's systems, and extensive training under longtime Information Technology Director Curtis Thomas. Mr. Hecla was hired as Senior Systems Administrator in 2017 and has held several systems engineering and administrative positions over the course of his career including owning and operating an information technology and computer services company.

Mr. Hecla has indicated his willingness to accept the position based upon a compensation level of Grade 776, Step N at an annual salary of \$115,044. Upon his retirement, Curtis Thomas was compensated at the maximum of Grade 776, Step U, which provides for an annual salary of \$127,681. As Acting Information Technology Director, Mr. Hecla has been compensated at Grade 776, Step F plus 8%, for an annual salary of \$110,296.

Since the requested compensation is above the level that the City Manager is authorized to offer under the current Compensation Plan and Personnel Rules, approval of the City Council is required. By agenda statement 6a(1), Resolution No. 22-2856 – Amending the City of Ketchikan Compensation Plan, a motion is before the City Council that would grant authority to the City Manager to authorize employment compensation, including promotions, at any step within a position's graded compensation. Should Resolution No. 22-2856 be approved, authority to promote Mr. Hecla to Information Technology Director at Grade 776, Step N would be granted to the City Manager, and the below motion and City Council approval would no longer be necessary.

A motion has been prepared for City Council consideration.

### **RECOMMENDATION**

It is recommended that the City Council adopt the motion authorizing the City Manager to offer employment compensation at Grade 776, Step N for an annual salary of \$115,044 to Brock Hecla of Ketchikan, Alaska for the position of Information Technology Director.

**Recommended Motion:** I move the City Council authorize the City Manager to offer employment compensation at Grade 776, Step N for an annual salary of \$115,044 to Brock Hecla of Ketchikan, Alaska for the position of Information Technology Director.