

INFORMATION TECHNOLOGY DEPARTMENT
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August 25, 2021

To: Mahesh Sharma, County Administrator
Mary Thee, Human Resources Director/Assistant County Administrator
From: Matt Hirst, Information Technology Director
Subject: Information Technology Hiring Request – Network Systems Administrator

The Information Technology Department will be losing a long time employee to retirement in January. Lynn McCartney is currently the Network Systems Administrator (NSA) managing the County phone system and is planning to retire around the first of the year with over thirty-five years of service. Lynn has managed the County phone system for over fifteen years. She is the sole NSA with phone system responsibilities and knowledge, therefore the request to overfill for training is essential.

The County Cisco phone system is utilized by all County Offices and Departments, SECC, 7th Judicial Court, Department of Human Services, Scott County Waste Commission, Scott County Library, and Bi-State Regional Commission.

In order to take full advantage of Lynn's technical and institutional knowledge, we are requesting that we overfill her replacement as quickly as recruitment allows to facilitate training of the unique processes required. This will still be a short amount of time for training, but will be extremely helpful in working toward a smooth transition.

I will work with Human Resources to conduct this recruitment.

Thank you for your consideration.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

September 2, 2021

APPROVAL OF THE REQUEST TO OVERFILL THE NETWORK SYSTEM
ADMINISTRATOR POSITION.

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the request to overfill the Network System Administrator position in the Information Technology Department is hereby approved.
- Section 2. This resolution shall take effect immediately.