



CITY OF WAUKESHA

Administration

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Committee: Human Resources	Date: 5/17/2017
Common Council Item Number: Click here to enter text.	Date: 6/6/2017
Submitted By: Kevin Lahner, City Administrator	City Administrator Approval: Kevin Lahner, City Administrator KML
Finance Department Review: Rich Abbott, Finance Director Click here to enter text.	City Attorney's Office Review: Brian Running, City Attorney Click here to enter text.
Subject: Appointment of the Information Technology Director Position.	

Details:
 Human Resources Policy B-2 (O) outlines the procedure for hiring manager and higher level positions at the City. Pursuant to this policy, the Common Council approved a contract with GovHR USA to conduct a nationwide search for the position. The City received more than 100 applicants both locally and from across the country, including multiple candidates in the public and private sectors. The applicant pool was narrowed to six finalists and a committee consisting of Alderman Vance Skinner, Alderman Daniel Manion, Mayor Shawn Reilly, Human Resources Director Donna Whalen and City Administrator Kevin Lahner conducted interviews with the six finalists. The field was narrowed to two finalists candidates and a second interview was held with the two finalists. Upon conclusion of that process, the City Administrator has recommended Chris Pofahl (the current Interim Information Technology Director) to be selected for this role.

Options & Alternatives:
 Pursuant to the policy, the Common Council has the discretion to approve or deny the recommendation. If the recommendation is denied, the City would conduct a new search for the position.

Financial Remarks:
 The salary for the position will be \$108,000 per year. The position is graded at Grade 17 and the salary is within the salary range for the grade.

Executive Recommendation:
 Approve the appointment of the Information Technology Director position, as recommended by the City Administrator with a starting salary of \$108,000.

