SUMMARY STATEMENT
ITEM NO. DRPA-15-129
SUBJECT: Creation of the IT Compliance Specialist Position within the Office of the Inspector General

COMMITTEE:
Audit

COMMITTEE MEETING DATE:
October 14, 2015

BOARD ACTION DATE:
October 21, 2015

PROPOSAL:
That the Board: (1) accept the recommendation of the Audit Committee to approve the position of IT Compliance Specialist and (2) accept the recommendation of the Audit Committee to compensate the position as a Grade 10 in accordance with the recommendation from the compensation consultant, CCI Consulting.

PURPOSE:
To obtain approval for the new position created to support the Office of the Inspector General in the detection, prevention and investigation of suspected fraud, waste and abuse, as well as internal audit responsibilities.

BACKGROUND:
In an effort to support the Office of the Inspector General by providing value-added quality audit, consultative and investigative services, the position of IT Compliance Specialist was created. The job specification was reviewed and approved by the Inspector General and sent for review and evaluation by compensation consultant, CCI Consulting (CCI). CCI concluded that based on the responsibilities required of the job, it should be valued at a Grade 10 on DRPA’s current job evaluation scale.

Attached is the job description outlining the job responsibilities of the new position.
SUMMARY STATEMENT

Creation of the IT Compliance Specialist Position within the Office of the Inspector General

SUMMARY:

Amount: Grade 10 min: $55,499; mid: $69,375; max: $83,249
Source of Funds: Operating Fund
Capital Project #: N/A
Operating Budget: Yes
Master Plan Status: N/A
Other Fund Sources: N/A
Duration of Contract: N/A
Other Parties Involved: N/A
RESOLUTION

RESOLVED: That the Board (1) authorizes the creation of the position entitled, “IT Compliance Specialist” within the Office of the Inspector General as described in the attached job description, and (2) accepts the recommendation of the Audit Committee to compensate the position as a Grade 10 in accordance with the CCI recommendation; and be it further

RESOLVED: The Chair, Vice Chair and the Chief Executive Officer must approve and are hereby authorized to approve and execute all necessary agreements, contracts, or other documents on behalf of the DRPA. If such agreements, contracts, or other documents have been approved by the Chair, Vice Chair and Chief Executive Officer and if thereafter either the Chair or Vice Chair is absent or unavailable, the remaining Officer may execute the said document(s) on behalf of DRPA along with the Chief Executive Officer. If both the Chair and Vice Chair are absent or unavailable, and if it is necessary to execute the said document(s) while they are absent or unavailable, then the Chief Executive Officer shall execute such documents on behalf of DRPA.

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