

Extraordinary Qualifications - Civil Service Form #1010

Requester Information

Name: JosiahMorgan Date: 6/25/2017
 Email: jdmorgan@nola.gov
 Phone Number: 504-658-5404
 Department: NOPD

Employee Details

Employee Name: Phoebe Winkler
 Department: 270 - Police
 Appointing Authority: Courtney Bagneris, John Thomas, Stephanie Landry, Derek Frick, Eric J Melancon, Josiah Morgan, John Salomone
 Is this a promotion or a new hire?: New Hire (Hired Above Minimum) Promotion (Qualified Above Minimum)
 Proposed Classification: POLICE APPLICATIONS SPECIALIST (EARLY INTERVENTION SPEC.)

Job Posting and Appointment

Type of Appointment: Probationary
 Date of Appointment (if known): 6/23/2017
 Duration of Job Posting: Continuous
 Method(s) of Advertising?: Civil Service Website/Neogov
 Detailed Position Description: Under general direction of a higher level administrator, this position provides technical and project management support of computer applications for the New Orleans Police Department's Early Intervention System INSIGHT and serves as project lead over all aspects of application implementation, maintenance and vendor management. Work includes analyzing, designing, testing, evaluating, implementing, documenting, and maintaining NOPD applications across multiple platforms and technologies; resolving application or database problems with vendors; providing guidance to end users on applications; and performing related work as required.

Qualifications

How many applicants were on the eligible list? How many possessed this qualification (described below)?:

Three applicants are on the eligible list. Two possessed the advanced qualification.

Describe:	Minimum Qualification - from Job Announcement	Employee Qualification that Exceeds the Minimum	Details
	A Master's degree from an accredited college or university* and two (2) years of experience in the configuration and management of business application software. At least one (1) year of this experience must have included administration, integration and/or implementation of applications related to Public Safety.	Employee has 2 1/2 years experience.	Employee was one of the Lead System Analyst for the development, configuration, and implementation for the Federal Consent Decree mandated online personnel jacket Insight(Early Warning System) for the New Orleans Police Department.
	A Master's degree from an accredited college or university* and two (2) years of experience in the configuration and management of business application software. At least one (1) year of this experience must have included administration, integration and/or implementation of applications related to Public Safety.	FEMA certifications in Emergency Management and Homeland Security.	Employee possesses FEMA certifications in Emergency and Public Safety management with support of critical infrastructure management per the Federal Consent Decree and applications in which the employee will maintain supports critical infrastructure management per the Federal Consent Decree.
	A Master's degree from an accredited college or university* and two (2) years of experience in the configuration and management of business application software. At least one (1) year of this experience must have included administration, integration and/or implementation of applications related to Public Safety.	Master's in subject matter relating to Public Safety. Master's of Science Homeland Security and Emergency Management.	Tulane University

Describe how similar qualifications are not readily available in the labor market at the minimum rate: Among the applicants on the register Ms. Winkler possessed the experience of actually designing, developing, modifying and implementing the system this position will be required to maintain and serve as one of the systems administrator. Also Ms. Winkler possesses FEMA certifications in Emergency and Public Safety management in the support of critical infrastructure. The EIU Insight is part of the critical infrastructure of the new tracking mechanism as mandated by the Federal Consent Decree. Experienced systems administrator/ application specialist earn an average of \$70,000 per year.

How are the duties of the position relevant to the advanced qualification?: The position requires experience analyzing, designing, developing, testing, evaluating, implementing, documenting, and maintaining system applications across multiple platforms and technologies. Also the advanced certifications possessed by Ms. Winkler will help in the identifications and analysis of threshold triggers of the public safety software.

Are there other departmental employees in this classification with the same or equivalent qualifications: Yes No

List the other departmental employees in this classification with the same or equivalent qualifications (an Extraordinary Qualifications form should be submitted for each):

Employee Name	Date of Hire/Current Salary	Minimum Qualification - from Job Announcement	Employee Qualification that Exceeds the Minimum	Details
Jessica Heidelberg	06/11/2017 60,859	A Master's degree from an accredited college or university* and two (2) years of experience in the configuration and management of business application software. At least one (1) year of this experience must have included administration, integration and/or implementation of applications related to Public Safety.	6 years experience	Employee was one of the Lead System Analyst for the development, configuration, and implementation for the Federal Consent Decree mandated online personnel jacket Insight(Early Warning System) for the New Orleans Police Department.

Additional Documentation

Attachment 1:
Attachment 2:
Attachment 3:

Proposed Pay Rate

Rate Granted in Steps (maximum of 21): 21 Rate Granted as a Percentage (must be divisible by 1.25): 25%

How will hiring this person at the rate specified be a financial advantage to the City? (Please provide an objective financial analysis):
Given Ms. Winkler's previous systems application/administration experience, Ms. Winkler will be expected to perform at a higher level of work efficiency resulting in less money spent on the contracting of outside companies to maintain the system. Also, implementation and proper maintenance of this system will allow the department to achieve Consent Decree Compliance and afford the city the opportunity to reallocate funds currently allocated for Consent Decree mandates

Appointing Authority Approval

Name: Josiah Morgan
Date: 6/25/2017
Approval: Approved Denied
Comment:

Class & Pay Approval

Name: Teyoko Poche
Date: 6/28/2017
Approval: Approved Denied Cancel
Comment:

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