



MEMORANDUM

TO: Deschutes County Board of Commissioners

FROM: Tania Mahood, IT Director/CTO

DATE: November 15, 2023

SUBJECT: Request to add an Information Security Manager position

I. Summary

Due to the change of IT leadership at the beginning of this fiscal year's budget planning, no special requests were submitted for FY 2024, but staff noted that the department might submit a mid-year request. The I.T. Department is now seeking Board approval for a mid-year addition of a Security Manager position. Additional information about the proposed scope of responsibilities for the position is included in the attached memo.

II. Position Scope and Support

The evolving landscape of security threats and the increasing need to safeguard our assets, information, and personnel make this addition imperative for ensuring the resilience and integrity of our operations.

This new position can devote their entire attention to assessing, responding, training, developing, and monitoring security at Deschutes County. The proposed position would provide:

- Alignment with a cybersecurity framework.
- A cybersecurity roadmap that evaluates and assesses current and future state.
- Protocols and policies around cybersecurity.
- Collaboration with departments to understand needs and compliance.
- Support in advocating for the necessary resources.
- Support for our incident and disaster recovery.
- Cybersecurity metrics.



While the addition of this position is an investment, the long-term cost savings due to more efficient risk management, reduced security incidents, and enhanced compliance will significantly outweigh the initial expenditure. This position will lead to a judicious allocation of resources, ensuring a prudent approach to security expenditures.

IV. FINANCIAL IMPACT

If approved, the department anticipates that FY 2024 costs will be \$64,000 which includes:

- Salary: \$42,200 (March 2024 – June 2024)
- Benefits: \$21,800 (March 2024 – June 2024)

The department is requesting a \$32,000 transfer from the General Fund and \$32,000 from the Risk Fund. (for the initial year only).

V. BOARD DIRECTION

Staff requests consideration of Board support for the addition of one 1.00 Information Security Manager FTE in the IT department.