



## MEMORANDUM

**TO:** Members of the County Council  
County Executive Steve Ehlmann

**FROM:** Chief Kurt Frisz

**RE:** Establishment of Cyber Intelligence Manager within the Police Department

**DATE:** May 2, 2023

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Dear Members of the Council and County Executive Ehlmann,

Before you is an ordinance which authorizes the County to establish a Cyber Intelligence Manager within the Police Department. Expanding cyber investigation capabilities is essential to the function of law enforcement. The purpose of this position is to better situate the County and region as it pertains to the investigation of cyber fraud and other illegal activity. To that end, this position, within the St. Charles County Police Department, brings additional resources which will be available to not only St. Charles County law enforcement agencies but also all regional agencies.

Please feel free to contact me with any questions or concerns. Your consideration is greatly appreciated.





**Samantha Shadrach**  
Director of Human Resources

TO: Members of the County Council  
Steve Ehlmann, County Executive

CC: Donna Vogt, Executive Assistant to the County Council  
Joann Leykam, Director of Administration  
Rory O'Sullivan, County Counselor

FROM: Samantha Shadrach, Director of Human Resources

DATE: April 19, 2023

SUBJECT: Changes to County Ordinance Section 115.710

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This bill amends the Personnel Administration Program (PAP) **Section 115.710 Pay Grade Assignments** to include a new position related to the Police Department.

This new position, Cyber Intelligence Manager, will expand the County's ability to provide cyber security coverage throughout the county and St. Louis region.

Cyber Intelligence Manager is responsible for leading and directing daily operations for the Fusion Center - a regionally managed information and intelligence asset that serves as focal point for receipt, analysis, and sharing of safety and security threat-related information between State, Local, Tribal and Territorial (SLTT), federal, and private sector partners. The Fusion Center provides critical context and value to Homeland Security and Law Enforcement activity in the region and serves as the hub of much of the two-way intelligence and information flow. This position leads daily fusion center operations and personnel, actively develops the Fusion Center's strategy, and serves on various committees, task forces, and groups regarding Cyber Intelligence.

This is a highly crucial position within the Police Department. In reviewing the market for this position, I have found that the pay grade would be D3 to ensure appropriate compensation for the skills necessary in this role.

This position will be fully funded through the Urban Security Initiative funding.

The Merit Commission has already reviewed and concurred with the recommendations to establish the Cyber Intelligence Manager.

Please let me know if you have any questions, or if I can be of any further assistance.