



**Multnomah County
Agenda Placement Request
Budget Modification**

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS

AGENDA # C.4 DATE 9/15/16
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 9/15/16
Agenda Item #: C.4
Est. Start Time: 9:30 am
Date Submitted: 8/31/16

Agenda Title: BUDGET MODIFICATION # DCA-08-17: Reclass an IT Supervisor to IT Manager 1

Requested Meeting Date: September 15, 2016 Time Needed: Consent Agenda

Department: 78 - County Assets Division: Information Technology

Contact(s): Lisa Whedon and Chris Brower

Phone: 988-7580 Ext. 87580 I/O Address 503/4

Presenter Name(s) & Title(s): N/A

General Information

1. What action are you requesting from the Board?

The department is requesting board approval of budget modification DCA-08-17 reclassifying position 716026 an IT Supervisor to an IT Manager 1 in program offer 78309-17- IT Health & Human Services Application Services.

2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

This modification reflects Class/Comp decision #3495. This management-initiated request for a filled position is for reclassification from an IT Supervisor to an IT Manager 1 as a result of changes that have gradually occurred since September 2015 when the Health & Human Services Applications Manager left.

As a result of a reorganization that has been occurring within IT, a blurring of department lines with respect to identifying, implementing, and supporting solutions that cross organizational boundaries has been underway; therefore, duties and responsibilities have been added to this position which include oversight of additional staff and coordination with DCHS, Health, DCJ, and MCSO applications development, business stakeholders, and projects. An analysis of the IT Supervisor, IT Manager 1, and IT Manager 2 classifications was performed before making an allocation decision: The duties, responsibilities and qualifications support this position be reclassified to IT Manager 1 (9452).

3. Explain the fiscal impact (current year and ongoing).

Personnel expenses are expected to increase \$8,982 in FY17. The current top step of the new classification is 8% higher than the top step of the original position. This will be off set by an decrease in Professional Services. The fund balance is not changed.

As a result of the increase in personnel cost the Risk Management program offer 72020-17 increases by \$468.

In subsequent fiscal years the reclassified position will be subject to the approved cost of living adjustments (COLA). The financial impact of the new classification will be funded within the ongoing department's budget.

4. Explain any legal and/or policy issues involved.

N/A

5. Explain any citizen or other government participation.

N/A

Budget Modification

6. What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).

As a result of the increase in personnel cost the Risk Management program offer 72020-17 revenue increases by \$468.

7. What budgets are increased/decreased?

This re-classification results in revenue and expense increase to the Risk Management fund by \$468.

8. What do the changes accomplish?

Approval of reclassification from the Human Resources Classification Compensation unit will best reflect the duties of the position.

9. Do any personnel actions result from this budget modification?

Yes, reclassification of position #716026- IT Supervisor (JCN 9451) to IT Manager 1 (JCN 9452) in program offer 7803-17.

10. If a grant, is 100% of the central and department indirect recovered? If not, please explain why.

N/A

11. Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?

N/A

12. If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (e.g. cash match, in kind match, reporting requirements, etc)?

N/A

Required Signature

**Elected Official or
Dept. Director:** Sherry Swackhamer /s/

Date: 8/26/16

Budget Analyst: Ching Hay /s/

Date: 8/31/16

Department HR: Patsy Moushey /s/

Date: 8/26/16

Countywide HR: Karie Miller /s/

Date: 8/26/16

Exp/Rev/FTE - Budget Modification

Budget Year: 2017

Budget Modification: DCA-08-17

Expenditures & Revenues

An increase in revenue is shown as a negative value and a decrease as a positive value for consistency with SAP.

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
1	72020-17	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(77,654,486)	(77,654,954)	(468)	
2	72020-17	3500	72-80	0020	705210	60330 - Claims Paid	12,203,139	12,203,607	468	
3500 Total										0
72-80 Total										0
Program Offer Number 72020-17 Total										0
3	78309-17	3503	78-70	0020	709604	60000 - Permanent	1,338,940	1,342,171	3,231	
4	78309-17	3503	78-70	0020	709604	60130 - Salary Related Expns	417,880	418,906	1,026	
5	78309-17	3503	78-70	0020	709604	60140 - Insurance Benefits	294,791	295,025	234	
6	78309-17	3503	78-70	0020	709604	60170 - Professional Svcs	424,383	419,892	(4,491)	
7	78309-17	3503	78-70	0020	709656	60000 - Permanent	901,784	905,015	3,231	
8	78309-17	3503	78-70	0020	709656	60130 - Salary Related Expns	294,821	295,847	1,026	
9	78309-17	3503	78-70	0020	709656	60140 - Insurance Benefits	230,337	230,571	234	
10	78309-17	3503	78-70	0020	709656	60170 - Professional Svcs	150,000	145,509	(4,491)	
3503 Total										0
78-70 Total										0
Program Offer Number 78309-17 Total										0

Exp/Rev/FTE - Budget Modification

Budget Year: 2017

Budget Modification: DCA-08-17

Annualized Personnel Changes

Change is shown on a full year basis even though this action affects only a part of the fiscal year (FY).

						Annualized				
Position Number	JCN	JCN Description	HR Org	Fund	Cost Object Number	FTE	Base Pay (60000)	Fringe (60130)	Insurance (60140)	Total
716026	9451	IT Supervisor		3503	709604	(0.50)	(56,839)	(18,023)	(11,621)	(86,483)
716026	9451	IT Supervisor		3503	709656	(0.50)	(56,839)	(18,023)	(11,621)	(86,483)
716026	9452	IT Manager 1		3503	709604	0.50	60,070	19,049	11,855	90,974
716026	9452	IT Manager 1		3503	709656	0.50	60,070	19,049	11,855	90,974
Total Annualized Changes:						0.00	\$6,462	\$2,052	\$468	\$8,982

Current Year Personnel Changes

Cost/savings that will take place in this FY; these explain the actual dollar amounts being changed by this BudMod.

						Current Year				
Position Number	JCN	JCN Description	HR Org	Fund	Cost Object Number	FTE	Base Pay (60000)	Fringe (60130)	Insurance (60140)	Total
716026	9451	IT Supervisor		3503	709604	(0.50)	(56,839)	(18,023)	(11,621)	(86,483)
716026	9451	IT Supervisor		3503	709656	(0.50)	(56,839)	(18,023)	(11,621)	(86,483)
716026	9452	IT Manager 1		3503	709604	0.50	60,070	19,049	11,855	90,974
716026	9452	IT Manager 1		3503	709656	0.50	60,070	19,049	11,855	90,974
Total Current FY Changes:						0.00	\$6,462	\$2,052	\$468	\$8,982