



**Multnomah County
Agenda Placement Request
Budget Modification**

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C-5 DATE 1/15/15
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 1/15/15
Agenda Item #: C.5
Est. Start Time: 9:30 am
Date Submitted: 1/6/15

Agenda Title: BUDGET MODIFICATION # DCA-10-15: Reclassifying Finance Supervisor to Finance Manager in DCA Hub Finance Section

Requested Meeting Date: Next Available Time Needed: Consent Calendar
Department: 78 - County Assets Division: DCA Hub Finance Section
Contact(s): Sherry Swackhamer (Shaun Coldwell)
Phone: Shaun Coldwell x88285 Ext. _____ I/O Address _____
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-10-15 reclassifying a Finance Supervisor to a Finance Manager in the DCA Administrative Hub Finance Section.

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 the approval of Class/Comp request #2715. This position change is the result of a realignment of roles in the Department of County Assets Administrative Hub. The reclassification is retroactive to May 24, 2014.

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

This budget modification reflects a change in total costs of the position from \$121,654 to \$145,201 for the year. For FY 15 this cost adjustment will be absorbed within the Department of County Assets Director's Office budget. FY 16 and ongoing this cost will be absorbed with the Department of County Assets Administrative Hub-Finance budget.

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

None

5. Explain any citizen or other government participation.

None

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).

None

7. What budgets are increased/decreased?

This reclassification impacts program offers 78046-15 Administrative Hub Finance and 78000-15 Director's Office. With a \$23,547 increase in personnel costs that is offset by a \$23,547 decrease in professional services.

8. What do the changes accomplish?

The Finance Supervisor position is being reclassified to a Finance Manager, according to the recommendations of the Class Comp section in request #2715.

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

Position 703971 will change from a Finance Supervisor to a Finance Manager.

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

NA

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?

NA

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)?

NA

Required Signature

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

Date: 12/18/14

Budget Analyst: Jennifer Unruh /s/

Date: 1/6/15

Department HR: Patsy Moushey /s/

Date: 12/17/14

Countywide HR: Karie Miller /s/

Date: 12/17/14

Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: DCA-10-15

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	72020-15	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(66,961,348)	(66,962,572)	(1,224)	
2	72020-15	3500	72-80	0020	705210	60330 - Claims Paid	3,964,905	3,966,129	1,224	
3500 Total										0
72-80 Total										0
Program Offer Number 72020-15 Total										0
3	78000-15	1000	78-00	0020	709104	60170 - Professional Svcs	50,000	26,453	(23,547)	
1000 Total										(23,547)
78-00 Total										(23,547)
Program Offer Number 78000-15 Total										(23,547)
4	78046-15	1000	78-30	0020	704060	60000 - Permanent	458,097	474,988	16,891	
5	78046-15	1000	78-30	0020	704060	60130 - Salary Related Expns	149,187	154,619	5,432	
6	78046-15	1000	78-30	0020	704060	60140 - Insurance Benefits	146,427	147,652	1,225	
1000 Total										23,547
78-30 Total										23,547
Program Offer Number 78046-15 Total										23,547

Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: DCA-10-15

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
703971	9335	Finance Supervisor		1000	704060	(1.00)	(77,112)	(24,799)	(19,743)	(121,654)
703971	9336	Finance Manager		1000	704060	1.00	94,003	30,231	20,967	145,201
Total Annualized Changes:						0.00	\$16,891	\$5,432	\$1,225	\$23,547

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
703971	9335	Finance Supervisor		1000	704060	(1.00)	(77,112)	(24,799)	(19,743)	(121,654)
703971	9336	Finance Manager		1000	704060	1.00	94,003	30,231	20,967	145,201
Total Current FY Changes:						0.00	\$16,891	\$5,432	\$1,225	\$23,547