



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (long form)**

APPROVED: MULTNOMAH COUNTY  
 BOARD OF COMMISSIONERS  
 AGENDA # C-1 DATE 6/17/2010  
 LYNDIA GROW, BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 6/17/2010  
 Agenda Item #: C-1  
 Est. Start Time: 9:30 AM

**BUDGET MODIFICATION: Nond - 19**

**Agenda Title: Budget Modification Nondepartmental 19, reclassifying one position in the Public Affairs Office**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

|                                |                        |                               |                           |
|--------------------------------|------------------------|-------------------------------|---------------------------|
| <b>Requested Meeting Date:</b> | <u>June 17, 2010</u>   | <b>Amount of Time Needed:</b> | <u>N/A-Consent Agenda</u> |
| <b>Department:</b>             | <u>Nondepartmental</u> | <b>Division:</b>              | <u>Chair's Office</u>     |
| <b>Contact(s):</b>             | <u>Jana McLellan</u>   |                               |                           |
| <b>Phone:</b>                  | <u>503-988-5545</u>    | <b>Ext.</b>                   | <u>85545</u>              |
|                                |                        | <b>I/O Address:</b>           | <u>503/6<sup>th</sup></u> |
| <b>Presenter(s):</b>           | <u>N/A (consent)</u>   |                               |                           |

**General Information**

**1. What action are you requesting from the Board?**

Approval of Bud Mod Nond 19, re-classifying one position in the Public Affairs Office, as determined by the Classification-Compensation unit.

**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 position functions as the County's public affairs director, and is supervised by the Chair's Office. Elected officials' staff members are assigned to the "staff assistant" job class, which is unclassified and serves at the pleasure of elected officials. This re-classification changes this position to the unclassified status of elected officials' staff members.

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

None.

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

Job classification decisions are governed by Multnomah County's Personnel Rules, section 5-50.

**5. Explain any citizen and/or other government participation that has or will take place.**

None.

# ATTACHMENT A

## Budget Modification

If the request is a Budget Modification, please answer all of the following in detail:

- **What revenue is being changed and why?**  
None.
- **What budgets are increased/decreased?**  
None.
- **What do the changes accomplish?**  
This action re-classifies one position in the Public Affairs Office.
- **Do any personnel actions result from this budget modification? Explain.**  
Yes—see above.
- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**  
N/A
- **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
- **If a grant, what period does the grant cover?**  
N/A
- **If a grant, when the grant expires, what are funding plans?**  
N/A

*NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.*

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## ATTACHMENT B

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**BUDGET MODIFICATION: Nond - 19**

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### Required Signatures

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**Elected Official or  
Department/  
Agency Director:**

**Date:**

**Budget Analyst:**



**Date: 6-1-10**

**Department HR:**

**Date:**

**Countywide HR:**

**Date:**