



# Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

## Board Clerk Use Only

Meeting Date: \_\_\_\_\_

Agenda Item #: \_\_\_\_\_

Est. Start Time: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

**Agenda Title: BUDGET MODIFICATION # DCA-12-15: Reclassifying a Development Analyst to a Development Analyst Senior (1.00 FTE) in the IT Division**

Requested Meeting Date: \_\_\_\_\_ Time Needed: Consent Calendar

Department: 78 - County Assets Division: Information Technology

Contact(s): Lisa Whedon or Chris Brower

Phone: 988-3312 or 988-4001 Ext. \_\_\_\_\_ 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-12-15 reclassifying a Development Analyst to a Development Analyst Senior (1.00 FTE) in the Information Technology division.

### 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 a Class/Comp decision (#2819); a reclassification request initiated by management. The position involves an increasing demand in complexities in web development and design that require a higher level of duties, responsibilities, and skills on a County-wide basis. The Development Analyst Senior will apply expert-level knowledge of applications development and applications administration, work more independently, and have a higher level of responsibility, problem-solving, and experience than the Development Analyst. Program offer affected is 78032-15 (IT Enterprise and Web Application Services).

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

Personnel expenses will increase \$3,634 for FY15. This will be offset by a decrease in the supplies budget. Ongoing, the annual fiscal impact will be an increase of \$12,478 and will be covered with existing resources.

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

N/A

**5. Explain any citizen or other government participation.**

N/A

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### **Budget Modification**

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**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).**

N/A

**7. What budgets are increased/decreased?**

N/A

**8. What do the changes accomplish?**

Approval of classification decision from Human Resources Classification Compensation unit that best reflects the duties of the position.

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

Yes, reclassification of a Development Analyst to a Development Analyst Senior.

**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

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**Required Signature**

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**Elected Official or  
Dept. Director:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Budget Analyst:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Department HR:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Countywide HR:** \_\_\_\_\_

**Date:** \_\_\_\_\_