



Multnomah County
Agenda Placement Request
Budget Modification
(FY 2018)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C.3 DATE 8/16/18
TAJA NELSON, ASST. BOARD CLERK

Board Clerk Use Only

Meeting Date: 8/16/18
Agenda Item #: C.3
Est. Start Time: 9:30 a.m.
Date Submitted: 7/24/18

Agenda Title: BUDGET MODIFICATION # DCM-01-19: Reclassification of two Finance Specialist 1 positions to Finance Specialist 2 positions

Requested Meeting Date: August 16, 2018 Time Needed: _____

Department: 72 - County Management Division: Division of Assessment, Recording and Taxation

Contact(s): Debra Anderson and Michael Vaughn

Phone: 503-988-6355 Ext. 86355 I/O Address 503/2

Presenter Name(s) & Title(s): Consent Agenda

General Information

1. What action are you requesting from the Board?

Approval of reclassification #4054 and #4055 as recommended by the the Class Comp section of Central HR, for positions 700734 and 703123. Both Finance Specialist 1 positions are reclassified to Finance Specialist 2 positions effective December 2, 2017.

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 supervisor-initiated request in the Department of County Management's Division of Assessment, Recording, and Taxation (DART) is requested for reclassification from Finance Specialist 1 to Finance Specialist 2 as the result of higher-level duties being added to the positions. The purpose of the positions is to act as a professional level accountant for DART revenue management and provide analysis of financial transactions on behalf of all DART programs.

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

This action is cost neutral in the current fiscal year. The top of range of the new classification is 15.4% higher than the current classification. It is anticipated that in subsequent fiscal years the financial impact of the reclassification will be covered within existing resources.

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?

None

8. What do the changes accomplish?

Reclassification.

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

NA

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: Marissa Madrigal /s/

Date: 7-23-18

Budget Analyst: Ching Hay /s/

Date: 7-24-18

Department HR: Carey Burney /s/

Date: 7-18-18

Countywide HR: Karie Miller /s/

Date: 7-18-18

Budget Modification: DCM-01-19

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	72027-19	1000	72-30	0020	706211	60000 - Permanent	708,281	708,281	0		
2	72027-19	1000	72-30	0020	706211	60130 - Salary Related Expns	269,291	269,291	0		
3	72027-19	1000	72-30	0020	706211	60140 - Insurance Benefits	247,955	247,955	0		
	1000 Total									0	
	72-30 Total									0	
	Program Offer Number 72027-19 Total										0

Exp/Rev/FTE - Budget Modification

Budget Year: 2019

Budget Modification: DCM-01-19

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
700734	6029	Finance Specialist 1		1000	706211	(1.00)	(61,191)	(24,183)	(20,806)	(106,180)
700734	6030	Finance Specialist 2		1000	706211	1.00	61,191	24,183	20,806	106,180
703123	6029	Finance Specialist 1		1000	706211	(1.00)	(60,300)	(23,831)	(20,745)	(104,876)
703123	6030	Finance Specialist 2		1000	706211	1.00	60,300	23,831	20,745	104,876
Total Annualized Changes:						0.00				

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
700734	6029	Finance Specialist 1		1000	706211	(1.00)	(61,191)	(24,183)	(20,806)	(106,180)
700734	6030	Finance Specialist 2		1000	706211	1.00	61,191	24,183	20,806	106,180
703123	6029	Finance Specialist 1		1000	706211	(1.00)	(60,300)	(23,831)	(20,745)	(104,876)
703123	6030	Finance Specialist 2		1000	706211	1.00	60,300	23,831	20,745	104,876
Total Current FY Changes:						0.00	\$0	\$0	\$0	\$0