



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(Revised: 09/23/13)

Board Clerk Use Only

Meeting Date: 2/6/14
 Agenda Item #: C.2
 Est. Start Time: 9:30 am
 Date Submitted: 1/28/14

**BUDGET MODIFICATION NonD-08 Reclassifying two Assistant County
 Agenda Attorney 2's to Assistant County Attorney Senior as determined by Central
 Title: Human Resources Classification Compensation unit.**

Note: if Contingency, use that form. If item other than a BudMod, please use different APR. : Title should not be more than 2 lines but sufficient to describe the action requested.

Requested Meeting Date: Next Available **Time Needed:** Consent
Department: County Attorney's Office **Division:** N/A
Contact(s): Julie Neburka
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 County Attorney's Office is requesting board approval of budget modification NonD-08 reclassifying two Assistant County Attorney 2's to Assistant County Attorney Senior.

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 for two classification requests initiated by management. The incumbent employees have taken on higher level responsibilities due to workload and business needs and work assignments now include the highest risk employment cases in addition to tort and civil rights litigation. Class/Comp reviewed the submitted job duties and description and concluded that Assistant County Attorney Senior was the best fit for the positions. The changes impact program offer 10008 County Attorney's Office.

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

Personnel cost increase by \$22,190 and professional services will decrease by a like

amount. On-going cost will be covered with existing program resources.

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

N/A

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

N/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? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

N/A

- **What budgets are increased/decreased?**

N/A

- **What do the changes accomplish?**

Approval of classification decisions from Central Human Resources Classification Compensation unit that best reflects the duties of the positions.

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

Yes, reclassification of two Assistant County Attorney 2's to Assistant County Attorney Senior.

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

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? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (i.e. cash match, in kind match, reporting requirements etc)?**

N/A

NOTE: Attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

Required Signatures

Elected Official

or Dept Director: Jenny Madkour \s\ **Date:** 12/05/2013

Budget Analyst: Christian Elkin \s\ **Date:** 12/17/2013