



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST

(revised 03/25/11)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R.3 DATE 12/15/11
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 12/15/11
Agenda Item #: R.3
Est. Start Time: 9:40 am
Date Submitted: 12/6/11

Agenda Title: BUDGET MODIFICATION # DCM-06 requesting General Fund
Contingency Transfer of \$109,334 to fund Corrections Technician
classification pay grade adjustment.

Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions,
provide a clearly written title sufficient to describe the action requested.

Requested Meeting Date: December 15, 2011 Amount of Time Needed: 5 Minutes
Department: County Management Division: HR Labor Relations
Contact(s): Steve Herron - Labor Relations
Phone: (503) 988-4333 Ext. 84333 I/O Address:
Presenter Name(s) & Title(s): Steve Herron, Labor Relations Director

General Information

- 1. What action are you requesting from the Board?
Transfer of \$101,342 of General Fund contingency to the Department of
Community Justice (DCJ) and \$7,992 of General Fund contingency to the
Multnomah County Sheriff's Office (MCSO) to fund the pay grade adjustment to the
Corrections Technician classification recently adopted in the ratification of the
AFSCME Local 88/Multnomah County collective bargaining agreement.
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.
On August 31, 2011, Multnomah County and AFSCME Local 88 entered into a
tentative successor collective bargaining agreement, one element of which was the
upward adjustment of the pay grade for the Corrections Technician classification.
This item was one of two financial concessions that the County made in the course
of securing Local 88's agreement to a 0% COLA in FY 2013.
At the time, the DCJ and MCSO requested, and the Chair's Office authorized, that
County Management request that the Board fund the cost of the pay grade

adjustment from General Fund contingency.

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

This contingency request would fund a pay grade increase for 56.75 Corrections Technician FTEs (52.75 in DCJ and 4.00 in MCSO) as set out in the attached Expenditures & Revenues spreadsheet; the increase is ongoing. This expenditure is offset, however, by the County's savings of an estimated \$ 6.25 million (all funds; all AFSCME-represented employees Countywide) beginning FY 2013 and ongoing thereafter.

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

None.

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

The adjustment to the Corrections Technician classification pay grade was already considered by the Board and adopted in ratification of the AFSCME Local 88/Multnomah County 2011-2014 Collective Bargaining Agreement.

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?**

General Fund contingency is decreased by \$ 109,334.

DCJ General Fund is increased by \$ 101,342.

MCSO General Fund is increased by \$ 7,992.

Risk Fund is increased by \$ 6,831.

- **What do the changes accomplish?**

Funds the Corrections Technician classification pay grade adjustment negotiated in the successor agreement collective bargaining.

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

N/A

- **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?**

The increases are ongoing, and will be funded from the general fund. Funding will come out of savings offset by AFSCME Local 88's agreement to no Cost of Living Adjustment to the wage schedule for FY 2013.

- 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

Contingency Request

If the request is a **Contingency Request**, please answer all of the following in detail:

- **Why was the expenditure not included in the annual budget process?**

The expenditure was unknown during the FY 2013 budget process because the parties did not reach tentative agreement until August 31, 2011 with ratification occurring on October 6, 2011. The budget was adopted in June, 2011.

- **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**

N/A

- **Why are no other department/agency fund sources available?**

N/A

- **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account. What are the plans for future ongoing funding?**

N/A

- **Has this request been made before? When? What was the outcome?**

This request has not been made before.

NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet. If it is a General Fund Contingency Request, a memo from the Budget Office must be submitted.

Required Signatures

Elected Official or Dept Director: _____ **Date:** _____

Budget Analyst: _____ **Date:** _____

Department HR: _____ **Date:** _____

Countywide HR: _____ **Date:** _____



Department of County Management

MULTNOMAH COUNTY OREGON

Budget Office

501 SE Hawthorne Blvd., Suite 531
Portland, Oregon 97214
(503) 988-3312 phone
(503) 988-5758 fax
(503) 988-5170 TDD

TO: Board of County Commissioners

FROM: Shannon Busby, Senior Budget Analyst

DATE: December 15th, 2011

SUBJECT: General Fund Contingency request of \$109,334 for the Department of County Management on behalf of the Department of Community Justice and Multnomah County Sheriff's Office to fund the Corrections Technician classification pay grade adjustment. (Budget Modification DCM-06).

The Department of County Management is requesting \$109,334 of General Fund Contingency be appropriated to fund the pay grade adjustment to the Corrections Technician classification. This pay grade adjustment was included in the settlement of the collective bargaining agreement between AFSCME Local 88 and Multnomah County ratified on October 6th, 2011. This request is being put forth by the Department of County Management on behalf of the Department of Community Justice and the Multnomah County Sheriff's Office, and funds a pay grade adjustment for 56.75 FTE (52.75 FTE and \$101,342 in DCJ, 4.00 FTE and \$7,992 in MCSO). The ongoing expenses incurred from this pay grade adjustment are fully offset by the zero cost of living adjustment in Fiscal Year 2013 also agreed to in the referenced AFSCME Local 88 and Multnomah County collective bargaining agreement.

General Fund Contingency Policy Compliance

The Budget Office is required to inform the Board if contingency requests submitted for approval satisfy the general guidelines and policies for using the General Fund Contingency.

In particular,

- Criteria 1 states contingency request should be for one-time-only purposes. If this is not judged to be one-time-only transition funding, the request essentially funds ongoing programs with one-time-only emergency contingency funds. **The request does not meet this criterion, though the COLA freeze in FY 2013 offsets the ongoing costs.**
- Criteria 2 Addresses emergencies and unanticipated situations. **This request does meet this criterion.**
- Criteria 3 addresses items identified in Board Budget Notes. **This item was not identified in the budget notes.**

EXPENDITURES & REVENUES

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Budget/Fiscal Year: 2012

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
						Cost Center	WBS Element						
1	19	1000		0020		9500001000		60470		(109,334)	(109,334)		General Fund Contingency
2										0		(109,334)	Reduce GF Contingency
3										0			
4	72-10	3500		20		705210		50316		(6,831)	(6,831)		Insurance Revenue
5	72-10	3500		20		705210		60330		6,831	6,831		Claims Paid
6										0		0	
7										0			
8	60-30	1000	60030	50		601400		60000	214,974	220,624	5,650		Permanent
9	60-30	1000	60030	50		601400		60130	143,717	145,452	1,735		Salary-Related
10	60-30	1000	60030	50		601400		60140	67,171	67,778	607		Insurance
11										0		7,992	MCSO Total
12										0			
13	50-10	1000	50032	50		501200		60000	100,723	102,111	1,388		Permanent
14	50-10	1000	50032	50		501200		60130	38,819	39,234	415		Salary-Related
15	50-10	1000	50032	50		501200		60140	22,103	22,221	118		Insurance
16										0		1,921	DCJ ASD Mgt (Lcl Cntrl) Ttl
17										0			
18	50-10	1000	50040A	50		502101		60000	857,434	860,210	2,776		Permanent
19	50-10	1000	50040A	50		502101		60130	299,383	300,213	830		Salary-Related
20	50-10	1000	50040A	50		502101		60140	284,866	285,102	236		Insurance
21										0		3,842	DCJ ASD Intake Total
22										0			
23	50-10	1000	50033	50		502220		60000	721,569	741,006	19,437		Permanent
24	50-10	1000	50033	50		502220		60130	240,444	246,256	5,812		Salary-Related
25	50-10	1000	50033	50		502220		60140	265,226	266,878	1,652		Insurance
26										0		26,901	DCJ ASD Recog Total
27										0			
28										0			
29										0			
											(68,678)	(68,678)	Total - Page 1
										0		0	GRAND TOTAL

Budget Modification ID: **CT Contingency Request****EXPENDITURES & REVENUES**

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Budget/Fiscal Year: 2012

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center	WBS Element						
30	50-10	1000	50034	50		502230	60000	797,020	805,349	8,329		Permanent	
31	50-10	1000	50034	50		502230	60130	268,570	271,060	2,490		Salary-Related	
32	50-10	1000	50034	50		502230	60140	275,530	276,238	708		Insurance	
33									0		11,527	DCJ ASD PSP Total	
34									0				
35	50-10	1000	50047	50		502240	60000	0	1,388	1,388		Permanent	
36	50-10	1000	50047	50		502240	60130	0	415	415		Salary-Related	
37	50-10	1000	50047	50		502240	60140	0	118	118		Insurance	
38									0		1,921	DCJ ASD Elec Mon Total	
39									0				
40	50-10	1000	50049	50		502500	60000	135,150	138,620	3,470		Permanent	
41	50-10	1000	50049	50		502500	60130	47,817	48,855	1,038		Salary-Related	
42	50-10	1000	50049	50		502500	60140	38,190	38,485	295		Insurance	
43									0		4,803	DCJ ASD START Total	
44									0				
45	50-10	1000	50045	50		502700	60000	710,131	710,825	694		Permanent	
46	50-10	1000	50045	50		502700	60130	247,620	247,828	208		Salary-Related	
47	50-10	1000	50045	50		502700	60140	206,119	206,178	59		Insurance	
48									0		961	DCJ ASD FSU Total	
49									0				
50	50-10	1000	50042	50		502800	60000	310,557	313,333	2,776		Permanent	
51	50-10	1000	50042	50		502800	60130	108,941	109,771	830		Salary-Related	
52	50-10	1000	50042	50		502800	60140	92,977	93,213	236		Insurance	
53									0		3,842	DCJ ASD HRDU Total	
54									0				
55	50-10	1000	50055	50		502901	60000	49,641	51,029	1,388		Permanent	
56	50-10	1000	50055	50		502901	60130	15,239	15,654	415		Salary-Related	
57	50-10	1000	50055	50		502901	60140	17,761	17,879	118		Insurance	
58									0		1,921	DCJ ASD Comm CrT Total	
										24,975	24,975	Total - Page 2	
									0	0	0	GRAND TOTAL	

Budget Modification ID: **CT Contingency Request****EXPENDITURES & REVENUES**

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Budget/Fiscal Year: 2012

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center	WBS Element						
59	50-10	1000	50040A	50		503101	60000	210,717	212,105	1,388		Permanent	
60	50-10	1000	50040A	50		503101	60130	76,341	76,756	415		Salary-Related	
61	50-10	1000	50040A	50		503101	60140	64,506	64,624	118		Insurance	
62									0		1,921	DCJ ASD MTEA Total	
63									0				
64	50-10	1000	50040A	50		503201	60000	146,157	147,545	1,388		Permanent	
65	50-10	1000	50040A	50		503201	60130	54,881	55,296	415		Salary-Related	
66	50-10	1000	50040A	50		503201	60140	42,256	42,374	118		Insurance	
67									0		1,921	DCJ ASD MTGR Total	
68									0				
69	50-10	1000	50058	50		503401	60000	188,042	192,206	4,164		Permanent	
70	50-10	1000	50058	50		503401	60130	61,929	63,174	1,245		Salary-Related	
71	50-10	1000	50058	50		503401	60140	60,687	61,041	354		Insurance	
72									0		5,763	DCJ ASD RST Total	
73									0				
74	50-10	1000	50040A	50		504101	60000	0	1,041	1,041		Permanent	
75	50-10	1000	50040A	50		504101	60130	0	311	311		Salary-Related	
76	50-10	1000	50040A	50		504101	60140	0	88	88		Insurance	
77									0		1,440	DCJ ASD MTNO Total	
78									0				
79	50-10	1000	50040A	50		504401	60000	290,655	292,043	1,388		Permanent	
80	50-10	1000	50040A	50		504401	60130	102,699	103,114	415		Salary-Related	
81	50-10	1000	50040A	50		504401	60140	91,388	91,506	118		Insurance	
82									0		1,921	DCJ ASD MTSW Total	
83									0				
84	50-10	1000	50044	50		504600	60000	743,617	746,393	2,776		Permanent	
85	50-10	1000	50044	50		504600	60130	271,928	272,758	830		Salary-Related	
86	50-10	1000	50044	50		504600	60140	221,251	221,487	236		Insurance	
87									0		3,842	DCJ ASD MTDV Total	
										16,808	16,808	Total - Page 3	
										0	0	GRAND TOTAL	

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Budget/Fiscal Year: 2012

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center	WBS Element						
88	50-10	1000	50056	50		504700	60000	48,567	49,955	1,388		Permanent	
89	50-10	1000	50056	50		504700	60130	14,910	15,325	415		Salary-Related	
90	50-10	1000	50056	50		504700	60140	17,670	17,788	118		Insurance	
91									0		1,921	DCJ ASD DV DSP Total	
92									0				
93	50-10	1000	50046	50		505401	60000	253,494	259,047	5,553		Permanent	
94	50-10	1000	50046	50		505401	60130	79,038	80,698	1,660		Salary-Related	
95	50-10	1000	50046	50		505401	60140	82,916	83,388	472		Insurance	
96									0		7,685	DCJ ASD DRC Total	
97									0				
98	50-10	1000	50048	50		505402	60000	324,179	325,567	1,388		Permanent	
99	50-10	1000	50048	50		505402	60130	96,061	96,476	415		Salary-Related	
100	50-10	1000	50048	50		505402	60140	108,807	108,925	118		Insurance	
101									0		1,921	DCJ ASD DRC ESP Total	
102									0				
103	50-10	1000	50050	50		505601	60000	174,839	179,003	4,164		Permanent	
104	50-10	1000	50050	50		505601	60130	54,026	55,271	1,245		Salary-Related	
105	50-10	1000	50050	50		505601	60140	65,464	65,818	354		Insurance	
106									0		5,763	DCJ ASD Comm Svc Total	
107									0				
108	50-10	1000	50048	50		505602	60000	178,479	179,867	1,388		Permanent	
109	50-10	1000	50048	50		505602	60130	53,557	53,972	415		Salary-Related	
110	50-10	1000	50048	50		505602	60140	69,359	69,477	118		Insurance	
111									0		1,921	DCJ ASD Comm Svc ESP Ttl	
112									0				
113	50-10	1000	50054	50		505901	60000	137,476	138,864	1,388		Permanent	
114	50-10	1000	50054	50		505901	60130	41,590	42,005	415		Salary-Related	
115	50-10	1000	50054	50		505901	60140	52,311	52,429	118		Insurance	
116									0		1,921	DCJ ASD CSBP Total	
										21,132	21,132	Total - Page 4	
										0	0	GRAND TOTAL	

Budget Modification ID: **CT Contingency Request**

EXPENDITURES & REVENUES

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Budget/Fiscal Year: 2012

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center	WBS Element						
117	50-10	1000	50037	50		505911	60000	393,264	394,652	1,388		Permanent	
118	50-10	1000	50037	50		505911	60130	132,198	132,613	415		Salary-Related	
119	50-10	1000	50037	50		505911	60140	128,629	128,747	118		Insurance	
120									0		1,921	DCJ ASD TSU Total	
121									0				
122	50-50	1000	50016	50		507400	60000	87,469	90,245	2,776		Permanent	
123	50-50	1000	50016	50		507400	60130	26,162	26,992	830		Salary-Related	
124	50-50	1000	50016	50		507400	60140	34,519	34,755	236		Insurance	
125									0		3,842	DCJ JSD CAS Total	
126									0				
127									0				
128									0				
129									0				
130									0				
131									0				
132									0				
133									0				
134									0				
135									0				
136									0				
137									0				
138									0				
139									0				
140									0				
141									0				
142									0				
143									0				
144									0				
145									0				
										5,763	5,763	Total - Page 5	
										0	0	GRAND TOTAL	