



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
BUDGET MODIFICATION**

(revised 08/02/10)

Board Clerk Use Only	
Meeting Date:	5/17/12
Agenda Item #:	C.2
Est. Start Time:	9:30 a.m.
Date Submitted:	5/8/12

BUDGET MODIFICATION: DCJ - 05

**BUDGET MODIFICATION # DCJ-05 Reclasses a 1.00 FTE Juvenile Counselor
Agenda Title: to a Case Manager 2 in the Juvenile Services Division, as Determined by the
Class/Comp Unit of Central Human Resources.**

Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

Requested Meeting Date:	<u>May 24, 2012</u>	Amount of Time Needed:	<u>N/A</u>
Department:	<u>Dept. of Community Justice</u>	Division:	<u>Juvenile Services Division</u>
Contact(s):	<u>Joyce Resare</u>		
Phone:	<u>503-988-3961</u>	Ext.	<u>83961</u>
		I/O Address:	<u>503 / 250</u>
Presenter Name(s) & Title(s):	<u>Consent Calendar</u>		

General Information

1. What action are you requesting from the Board?

The Department of Community Justice (DCJ) requests approval of a budget modification to reclassify a 1.00 FTE Juvenile Counselor position which has been reviewed by the Class/Comp Unit of Central Human Resources.

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.

Reclassification of a 1.00 FTE Juvenile Counselor [6272] position to a Case Manager 2 [6297] was approved for recommendation to the Board of County Commissioners by the Class/Comp Unit of Central Human Resources on May 1, 2012 with an effective date of May 1, 2012.

This position is the designated “Wraparound” facilitator in DCJ. It is responsible for the coordination and monitoring of a variety of highly integrated services for juvenile clients in the DCJ Juvenile Services Division. Wraparound is a program concept first developed in the County at

DCHS; it refers to a multi-faceted intervention strategy designed to keep clients in the community and out of formal institutions whenever possible. The strategy involves “wrapping” a comprehensive array of individualized services and support networks “around” clients rather than forcing them in pre-determined, institutional treatment programs. DCJ, in its dealings with juveniles, is utilizing this same concept and approach to work with some young offenders

The DCHS Mental Health Wraparound model utilizes various Mental Health professionals – psychiatrists, Mental Health Consultants, psychologists, and Social Workers – to provide direct treatment for clients in the Wraparound Program. However, Case Manager 2 (CM2) staff are assigned to be Wraparound facilitators. Their work is distinctly different from the other Mental Health professionals, in that they perform no direct treatment, direct service, or diagnosis function. Therefore, the CM2 classification is appropriate, as this job classification has lesser and more general social services qualifications than the advanced professional skilled counseling and treatment related job classes. Wraparound facilitators’ primary focus is to coordinate and help track/manage client services on a highly integrated basis.

Given DCJ is following the Mental Health division’s broad wraparound services integration approach, and that the incumbent in this position is no longer performing the traditional Juvenile Counselor duties, Case Manager 2 is the best fit for this position.

This position is part of FY 2012 Program Offer 50023 – DCJ Juvenile Probation Services for Young Women.

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

There is no fiscal impact for current year FY 2012. Even though the position is being reclassified downward to a lower salary range the employee in this position will receive no change in pay.

This position is ongoing and included in the FY 2013 Approved Budget.

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

Local 88 represented employees have a contractual right to appeal and arbitrate the outcome of a reclassification request, which would include Board action to disapprove the request. It is the policy of Multnomah County to make all employment decisions without regard to race, religion, color, national origin, sex, age, marital status, disability, political affiliations, sexual orientation, or any other nonmerit factor.

Employees in positions reclassified downward to a classification with a lower salary range will receive no change in pay. If an employee's pay exceeds the maximum of the lower salary range, pay will be frozen at the existing rate until the new salary range is higher than the employee's rate of pay. Compensation will be determined in accordance with applicable bargaining agreement or MC Personnel Rule 2-40. Any compensation or seniority adjustments will be processed in accordance with applicable bargaining agreement or MC Personnel Rule 5-50 and 2-40.

Per MC Personnel Rule 5-50-055, when a represented position is reclassified downward, the employee will be placed on the recall list for reappointment to the higher classification. The employee’s Department Human Resource Unit will originate and process required documentation.

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

N/A

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? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**
N/A. This position is funded 100% by County General Fund.
- **What budgets are increased/decreased?**
N/A
- **What do the changes accomplish?**
Approval of a reclassification decision from the Class/Comp Unit of Central Human Resources.
- **Do any personnel actions result from this budget modification? Explain.**
Yes, the incumbent in this position will be reclassified to a Case Manager 2 [6297] retro-active to May 1, 2012.
- **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: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.

ATTACHMENT B

BUDGET MODIFICATION: DCJ - 05

Required Signatures

Elected Official or Department/ Agency Director:	<u>Joyce Resare for Scott Taylor</u>	Date: <u>5/8/12</u>
	<u>Shannon Busby</u>	Date: <u>5/8/12</u>
Budget Analyst:	<u>James Opoka</u>	Date: <u>5/8/12</u>
Department HR:	<u>Joi Doi</u>	Date: <u>5/8/12</u>
Countywide HR:	<u></u>	Date: <u>5/8/12</u>

