



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-03-16: Reclassification of a Development Analyst to a Development Analyst Senior

Requested Meeting Date: _____ Time Needed: Consent Calendar

Department: 78 - County Assets Division: Information Technology

Contact(s): Lisa Whedon and Chris Brower

Phone: 988-7580 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-03-16 reclassifying a Development Analyst to a Development Analyst 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 Class/Comp decision #3029; a reclassification request initiated by management. This filled position is requested for reclassification as a Development Analyst Senior as a result of a gradual assumption of duties and responsibilities that occurred when another employee on the GIS team left last July. The position is an integral part of the IT Application Services team and is now responsible for increasingly complex Geographic Information Systems (GIS) tasking, which requires a higher level of duties, responsibilities, and skills on a County-wide basis. The Development Analyst Senior job class applies expert-level knowledge of application development and administration, works more independently, and has a higher level of responsibility, problem-solving, and experience than the Development Analyst. Program offer affected is 78031-16.

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

Personnel expenses increase \$11,108 for FY16. This will be offset by a decrease in both the supplies (\$8,000) and travel (\$3,108) budgets. Ongoing, personnel increase will be funded within

the department's existing resources.

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

N/A

5. Explain any citizen or other government participation.

N/A

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).

N/A

7. What budgets are increased/decreased?

N/A

8. What do the changes accomplish?

Approval of a classification decision from the 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

Required Signature

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

Date: _____

Budget Analyst: _____

Date: _____

Department HR: _____

Date: _____

Countywide HR: _____

Date: _____