



**Multnomah County
Agenda Placement Request
Budget Modification**
(FY 2018)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C.2 DATE 2/8/18
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 2/8/18
Agenda Item #: C.2
Est. Start Time: 9:30 am
Date Submitted: 1/23/18

Agenda Title: BUDGET MODIFICATION # DCA-09-18: Reclassification of a Development Analyst Senior to an IT Business Consultant Senior

Requested Meeting Date: February 8, 2017 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-09-18 reclassifying position 705273 a Development Analyst Senior to an IT Business Consultant Senior (Senior Business Systems Analyst) in program offer 78311-18– IT General Government Application Services.

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 #3936; a reclassification requested by management, as the position has recently become vacant due to a retirement. This request is driven by a growing need for the position to communicate with customers in order to understand their business needs from a strategic perspective and apply technologies to address them. This position will develop an understanding of IT resources and apply them to customer issues; work closely with customers and IT teams to identify benefits, risks, and total cost of ownership; advise customers and their business partners of alternative solutions and associated costs; facilitate the decision-making process; and provide project management on IT projects. The program offer affected is 78311-18.

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

Personnel expenses are expected to decrease by \$6,865 in FY18, which will be offset by an

increase in the Supplies budget, thus the IT fund balance will not change. However, the Risk Management program offer (72020-18) will decrease by \$334 due to decreased non-medical insurance liability.

Please note, the current top step of the new classification is 8% lower than the top step of the original position and will be subject to any approved cost of living adjustments (COLA) in subsequent fiscal years. The financial impact of the new classification will be funded within the ongoing department's budget.

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).

As a result of the decrease in personnel cost, revenue in the Risk Management program offer (72020-18) will decrease by \$334.

7. What budgets are increased/decreased?

This reclassification results in a revenue and expense decrease to the Risk Management fund of \$334.

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 position # 716152 from a Development Analyst Senior (JCN 6406) to an IT Business Consultant Senior (JCN 6198) in program offer 78311-18.

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:** Sherry Swackhamer /s/ **Date:** 1/23/18

Budget Analyst: Ching Hay /s/ **Date:** 1/23/18

Department HR: Patsy Moushey /s/ **Date:** 1/19/18

Countywide HR: Karie Miller /s/ **Date:** 1/19/18

Exp/Rev/FTE - Budget Modification

Budget Year: 2018

Budget Modification: DCA-09-18

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	72020-18	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(81,378,712)	(81,378,378)	334	
2	72020-18	3500	72-80	0020	705210	60330 - Claims Paid	7,661,461	7,661,127	(334)	
3500 Total										0
72-80 Total										0
Program Offer Number 72020-18 Total										0
3	78311-18	3503	78-70	0020	709124	60000 - Permanent	180,365	178,858	(1,507)	
4	78311-18	3503	78-70	0020	709124	60130 - Salary Related Expns	62,863	62,280	(583)	
5	78311-18	3503	78-70	0020	709124	60140 - Insurance Benefits	37,610	37,503	(107)	
6	78311-18	3503	78-70	0020	709124	60240 - Supplies	8,827	11,024	2,197	
7	78311-18	3503	78-70	0020	709127	60000 - Permanent	180,372	178,865	(1,507)	
8	78311-18	3503	78-70	0020	709127	60130 - Salary Related Expns	62,860	62,277	(583)	
9	78311-18	3503	78-70	0020	709127	60140 - Insurance Benefits	37,610	37,503	(107)	
10	78311-18	3503	78-70	0020	709127	60240 - Supplies	4	2,201	2,197	
11	78311-18	3503	78-70	0020	709128	60000 - Permanent	180,365	178,858	(1,507)	
12	78311-18	3503	78-70	0020	709128	60130 - Salary Related Expns	62,863	62,280	(583)	
13	78311-18	3503	78-70	0020	709128	60140 - Insurance Benefits	37,610	37,503	(107)	
14	78311-18	3503	78-70	0020	709128	60240 - Supplies	0	2,197	2,197	
15	78311-18	3503	78-70	0020	709129	60000 - Permanent	27,211	27,023	(188)	
16	78311-18	3503	78-70	0020	709129	60130 - Salary Related Expns	9,396	9,323	(73)	
17	78311-18	3503	78-70	0020	709129	60140 - Insurance Benefits	5,520	5,507	(13)	
18	78311-18	3503	78-70	0020	709129	60240 - Supplies	0	274	274	
3503 Total										0

Exp/Rev/FTE - Budget Modification

Budget Year: 2018

Budget Modification: DCA-09-18

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
	78-70 Total									0
	Program Offer Number 78311-18 Total									0

Exp/Rev/FTE - Budget Modification

Budget Year: 2018

Budget Modification: DCA-09-18

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
705273	6198	IT Business Consultant/Sr		3503	709124	0.32	32,634	12,616	7,308	52,558
705273	6198	IT Business Consultant/Sr		3503	709127	0.32	32,634	12,616	7,308	52,558
705273	6198	IT Business Consultant/Sr		3503	709128	0.32	32,634	12,616	7,308	52,558
705273	6198	IT Business Consultant/Sr		3503	709129	0.04	4,080	1,578	914	6,572
705273	6406	Development Analyst/Sr		3503	709124	(0.32)	(35,648)	(13,782)	(7,523)	(56,953)
705273	6406	Development Analyst/Sr		3503	709127	(0.32)	(35,648)	(13,782)	(7,523)	(56,953)
705273	6406	Development Analyst/Sr		3503	709128	(0.32)	(35,648)	(13,782)	(7,523)	(56,953)
705273	6406	Development Analyst/Sr		3503	709129	(0.04)	(4,456)	(1,723)	(940)	(7,119)
Total Annualized Changes:						0.00	(\$9,418)	(\$3,643)	(\$671)	(\$13,732)

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
705273	6198	IT Business Consultant/Sr		3503	709124	0.16	16,317	6,308	3,654	26,279
705273	6198	IT Business Consultant/Sr		3503	709127	0.16	16,317	6,308	3,654	26,279
705273	6198	IT Business Consultant/Sr		3503	709128	0.16	16,317	6,308	3,654	26,279
705273	6198	IT Business Consultant/Sr		3503	709129	0.02	2,040	789	457	3,286
705273	6406	Development Analyst/Sr		3503	709124	(0.16)	(17,824)	(6,891)	(3,761)	(28,476)
705273	6406	Development Analyst/Sr		3503	709127	(0.16)	(17,824)	(6,891)	(3,761)	(28,476)
705273	6406	Development Analyst/Sr		3503	709128	(0.16)	(17,824)	(6,891)	(3,761)	(28,476)

Exp/Rev/FTE - Budget Modification

Budget Year: 2018

Budget Modification: DCA-09-18

Position Number	JCN	JCN Description	HR Org	Fund	Cost Object Number	Current Year				
						FTE	Base Pay (60000)	Fringe (60130)	Insurance (60140)	Total
705273	6406	Development Analyst/Sr		3503	709129	(0.02)	(2,228)	(862)	(470)	(3,560)
Total Current FY Changes:						0.00	(\$4,709)	(\$1,822)	(\$334)	(\$6,865)