



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-5 DATE 02/11/2010  
DEBORAH L. BOGSTAD, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 02/11/2010  
Agenda Item #: C-5  
Est. Start Time: 9:30 AM  
Date Submitted: 02/04/2010

## BUDGET MODIFICATION: NOND - 09

**Agenda Title:** **BUDGET MODIFICATION NOND-09 Reclassifying Three Positions in Information Technology, 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: February 11, 2010 Amount of Time Needed: N/A (Consent)  
Department: Non-Departmental Division: Information Technology  
Contact(s): Richard Martinez  
Phone: (503) 988-4528 Ext. 84528 I/O Address: 503/4  
Presenter(s): N/A

## General Information

### 1. What action are you requesting from the Board?

The Information Technology is requesting Board approval of a budget modification authorizing the reclassification of three positions.

### 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.

Information Technology (IT) requests Board approval of a reclassification request for the following position.

Position Title (Old)	Position Title (New)	Position Number	FTE
Desktop Support Specialist	Desktop Support Specialist/Sr	706306	No FTE Change
Desktop Support Specialist	Desktop Support Specialist/Sr	704513	No FTE Change

Desktop Support Specialist      Desktop Support Specialist/Sr 710024 No FTE Change

Information Technology requested the Central Class Compensation Unit to examine the duties of these positions. The Central Class Compensation Unit approved the classification changes noted above. These positions are budgeted for FY 2010 in Program Offer 790004 – Help Desk Services.

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

The reclassification request is being accomplished within current resources for FY 2010. Ongoing expenses for these positions will be recovered via standard service rates.

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

The reclassifications, for which approval is sought in this request, have been reviewed by the Human Resources Division.

**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
- What budgets are increased/decreased?  
N/A
- What do the changes accomplish?  
Reclassification of three positions.
- Do any personnel actions result from this budget modification? Explain.  
Reclassification of three positions.
- 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

<p><i>NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense &amp; Revenues Worksheet and/or a Budget Modification Personnel Worksheet.</i></p>
---

---

## ATTACHMENT B

---

**BUDGET MODIFICATION: NOND - 09**

---

### Required Signatures

---

**Elected Official  
or Department/  
Agency Director:**



**Date:** 02/04/2010

Sherry Swackhamer

**Budget Analyst:**



**Date:** 02/04/2010

Julie Neburka

**Department HR:**

**Date:** \_\_\_\_\_

**Countywide HR:**



**Date:** 01/28/2010

Budget Modification ID: **NOND - 09**

## 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: 2010

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit Cost Center	WBS Element	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
1	10-10	3503	79004	0020		709105		60000	112,168	112,168	0		Reclass Desktop Support
2	10-10	3503	79004	0020		709105		60130	27,456	27,456	0		Specialist to Desktop
3	10-10	3503	79004	0020		709105		60140	32,686	32,686	0		Support Specialist-Sr (3)
4									0	0			
5									0	0			
6									0	0			
7									0	0			
8									0	0			
9									0	0			
10	72-10	3505		0020		705210		50316	0	0	0		No change
11	72-10	3505		0020		705210		60330	0	0	0		No change
12									0	0			
13									0	0			
14									0	0			
15									0	0			
16									0	0			
17									0	0			
18									0	0			
19									0	0			
20									0	0			
21									0	0			
22									0	0			
23									0	0			
24									0	0			
25									0	0			
26									0	0			
27									0	0			
28									0	0			
29									0	0			
											0		
											0		Total - Page 1
											0		GRAND TOTAL

### ANNUALIZED PERSONNEL CHANGE

**Change on a full year basis even though this action affects only a part of the fiscal year (FY).**

[illegible]

### CURRENT YEAR PERSONNEL DOLLAR CHANGE

Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

[illegible]