



Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C.1 DATE 02/19/15
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 02/19/15
Agenda Item #: C.1
Est. Start Time: 9:30 am
Date Submitted: 01/26/15

Agenda Title: BUDGET MODIFICATION # HD-28-15: Authorizing two position re-classifications within the Health Department

Requested Meeting Date: 2/19/2015

Time Needed: N/A - Consent

Department: 40 - Health Department

Division: Community Health Services,
Integrated Clinical Services

Contact(s): Robert Stoll – Budget & Finance Manager

Phone: (503) 988-8445

Ext. 88445

I/O Address 167/2/210

Presenter Name(s) & Title(s): N/A (Consent Agenda)

General Information

1. What action are you requesting from the Board?

Approval of staffing adjustments resulting from the reclassification of two positions. This change will not impact the Health Department's total FTE for FY 2015.

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.

Reclassify a 1.00 FTE Physician Clinical Lead Provider to a 1.00 FTE Deputy Medical Director, position 708823, in the Integrated Clinical Services Division of the Health Department. Class Comp approved the reclassification effective 11/24/2014 (reclassification #2717). This position will be responsible for providing medical services to patients, providing medical consultation to nurse practitioners and community health nurses, directing the development and implementation of best clinical practices, monitoring the performance of other health care professionals, and developing provider in-service training. This position will also be responsible for functioning as a liaison between providers and management; in conjunction with the Medical Director, coordinating the Provider Leadership Team; working with Primary Care Services Director, ICS Director, and other senior leadership for operational, clinical and strategic planning; and assuming the duties of Medical Director in his/her absence.

This change impacts program offer 40030 – Medical Directors (Physician, Nurse Practitioner and Nursing)

Reclassify a 1.00 FTE Program Coordinator to a 1.00 FTE Program Specialist Senior, position 712330, in the Community Health Services Division of the Health Department. Class Comp approved the reclassification effective 7/12/2014 (reclassification #2749). This position is responsible for providing leadership, technical supervision and expertise, training and coordination of DIS Surveillance, Partner Services, and STD Clinic's Results Desk. This position is also responsible for leading and overseeing communication technologies and social media activities with clients, community members, and community partner agencies; managing collaborative internal and inter-agency projects; and providing strategic direction by developing, defining and conceptualizing joint ventures.

This change impacts program offer 40011 – STD/HIV/Hep C Community Prevention Program

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

This budget modification has no fiscal impact in the current year. Budgeted personnel costs are within the pay scales of the new classifications or other budgeted line items have been adjusted so that the changes are budget neutral.

The reclassification of position 708823 to a Deputy Medical Director decreased budgeted personnel cost by \$103,759, because the step at which the Deputy Medical Director is budgeted is lower than the step at which the Physician Clinical Lead Provider is budgeted. The decrease in cost is offset by an increase in Temporary, Non Base Fringe, and Non Base Insurance for no net fiscal impact this fiscal year.

The reclassification of position 712330 to a Program Specialist Senior is budget neutral as the current budgeted pay for the position falls within the pay scale of the new classification.

In subsequent fiscal years, the reclassified positions will be subject to approved cost of living adjustments (COLA) and step and merit pay increases in accordance with collective bargaining agreements and county personnel rules. Increased costs will be funded within the 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).

No change in revenues

7. What budgets are increased/decreased?

The Health Department's budget will have the following changes:

- Permanent personnel budget will decrease by \$74,427

- Salary related expense budget will decrease by \$23,936
- Insurance benefits budget will decrease by \$5,396
- Temporary personnel budget will increase by \$74,427
- Non Base Fringe budget will increase by \$23,936
- Non Base Insurance budget will increase by \$5,396

These changes will have no financial impact on the budget and do not change the Health Department's total FTE.

8. What do the changes accomplish?

Changes of classification for positions 708823, and 712330 better fit the duties of these positions as determined by the Class/Comp Unit of Central Human Resources.

9. Do any personnel actions result from this budget modification?

- Reclassify a 1.00 FTE Physician Clinical Lead Provider to a 1.00 FTE Deputy Medical Director, position 708823, in the Integrated Clinical Services Division of the Health Department. Class Comp approved #2717.
- Reclassify a 1.00 FTE Program Coordinator to a 1.00 FTE Program Specialist Senior, position 712330, in the Community Health Services Division of the Health Department. Class Comp approved #2749.

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 Joanne Fuller /s/
Dept. Director: _____

Date: 1/23/2015 _____

Budget Analyst: Wendy Lin-Kelly /s/

Date: 1/26/2015 _____

Department HR: _____

Date: _____

Countywide HR: _____

Date: _____

Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: HD-28-15

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	40011-15	1000	40-30	0030	43100-GF	60000 - Permanent	904,600	904,600	0	
2	40011-15	1000	40-30	0030	43100-GF	60130 - Salary Related Expns	296,841	296,841	0	
3	40011-15	1000	40-30	0030	43100-GF	60140 - Insurance Benefits	284,174	284,174	0	
1000 Total										0
4	40011-15	23840	40-30	0030	4SA14-2	60000 - Permanent	64,359	64,359	0	
5	40011-15	23840	40-30	0030	4SA14-2	60130 - Salary Related Expns	21,385	21,385	0	
6	40011-15	23840	40-30	0030	4SA14-2	60140 - Insurance Benefits	21,725	21,725	0	
23840 Total										0
40-30 Total										0
Program Offer Number 40011-15 Total										0
7	40030-15	1000	40-80	0030	47050-GF	60000 - Permanent	392,518	362,747	(29,771)	
8	40030-15	1000	40-80	0030	47050-GF	60100 - Temporary	164,847	194,618	29,771	
9	40030-15	1000	40-80	0030	47050-GF	60130 - Salary Related Expns	125,919	116,344	(9,574)	
10	40030-15	1000	40-80	0030	47050-GF	60135 - Non Base Fringe	37,314	46,888	9,574	
11	40030-15	1000	40-80	0030	47050-GF	60140 - Insurance Benefits	76,574	74,416	(2,158)	
12	40030-15	1000	40-80	0030	47050-GF	60145 - Non Base Insurance	16,312	18,470	2,158	
1000 Total										(1)
13	40030-15	32443	40-80	0030	4CA151-05-1	60000 - Permanent	19,847	12,404	(7,443)	
14	40030-15	32443	40-80	0030	4CA151-05-1	60100 - Temporary	40,876	48,319	7,443	
15	40030-15	32443	40-80	0030	4CA151-05-1	60130 - Salary Related Expns	6,383	3,989	(2,394)	
16	40030-15	32443	40-80	0030	4CA151-05-1	60135 - Non Base Fringe	8,431	10,825	2,394	
17	40030-15	32443	40-80	0030	4CA151-05-1	60140 - Insurance Benefits	2,854	2,315	(540)	

Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: HD-28-15

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
18	40030-15	32443	40-80	0030	4CA151-05-1	60145 - Non Base Insurance	1,022	1,562	540	
32443 Total										1
19	40030-15	32653	40-80	0030	4CA242-01-1	60000 - Permanent	99,236	62,022	(37,214)	
20	40030-15	32653	40-80	0030	4CA242-01-1	60100 - Temporary	0	37,214	37,214	
21	40030-15	32653	40-80	0030	4CA242-01-1	60130 - Salary Related Expns	31,914	19,946	(11,968)	
22	40030-15	32653	40-80	0030	4CA242-01-1	60135 - Non Base Fringe	0	11,968	11,968	
23	40030-15	32653	40-80	0030	4CA242-01-1	60140 - Insurance Benefits	14,271	11,573	(2,698)	
24	40030-15	32653	40-80	0030	4CA242-01-1	60145 - Non Base Insurance	0	2,698	2,698	
32653 Total										0
40-80 Total										1
Program Offer Number 40030-15 Total										1

Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: HD-28-15

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
708823	9490	Physician		1000	47050-GF	(0.40)	(79,388)	(25,531)	(11,416)	(116,336)
708823	9490	Physician		32443	4CA151-05-1	(0.10)	(19,847)	(6,383)	(2,854)	(29,084)
708823	9490	Physician		32653	4CA242-01-1	(0.50)	(99,236)	(31,914)	(14,271)	(145,420)
708823	9541	Deputy Medical Director		1000	47050-GF	0.40	49,618	15,957	9,258	74,833
708823	9541	Deputy Medical Director		32443	4CA151-05-1	0.10	12,404	3,989	2,315	18,708
708823	9541	Deputy Medical Director		32653	4CA242-01-1	0.50	62,022	19,946	11,573	93,541
712330	6022	Program Coordinator		1000	43100-GF	(0.10)	(6,372)	(2,095)	(1,877)	(10,344)
712330	6022	Program Coordinator		23840	4SA14-2	(0.90)	(57,348)	(18,856)	(16,895)	(93,099)
712330	6088	Program Specialist/Sr		1000	43100-GF	0.10	6,372	2,095	1,877	10,344
712330	6088	Program Specialist/Sr		23840	4SA14-2	0.90	57,348	18,856	16,895	93,099
Total Annualized Changes:						0.00	(\$74,427)	(\$23,936)	(\$5,396)	(\$103,759)

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
708823	9490	Physician		1000	47050-GF	(0.23)	(58,714)	(18,883)	(7,559)	(85,156)
708823	9490	Physician		32443	4CA151-05-1	(0.06)	(14,679)	(4,721)	(1,890)	(21,289)
708823	9490	Physician		32653	4CA242-01-1	(0.29)	(73,393)	(23,603)	(9,449)	(106,445)
708823	9541	Deputy Medical Director		1000	47050-GF	0.23	28,944	9,308	5,401	43,652
708823	9541	Deputy Medical Director		32443	4CA151-05-1	0.06	7,236	2,327	1,350	10,913

Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: HD-28-15

						Current Year				
Position Number	JCN	JCN Description	HR Org	Fund	Cost Object Number	FTE	Base Pay (60000)	Fringe (60130)	Insurance (60140)	Total
708823	9541	Deputy Medical Director		32653	4CA242-01-1	0.29	36,179	11,635	6,751	54,565
712330	6022	Program Coordinator		1000	43100-GF	(0.10)	(6,372)	(2,095)	(1,877)	(10,344)
712330	6022	Program Coordinator		23840	4SA14-2	(0.90)	(57,348)	(18,856)	(16,895)	(93,099)
712330	6088	Program Specialist/Sr		1000	43100-GF	0.10	6,372	2,095	1,877	10,344
712330	6088	Program Specialist/Sr		23840	4SA14-2	0.90	57,348	18,856	16,895	93,099
Total Current FY Changes:						0.00	(\$74,427)	(\$23,936)	(\$5,396)	(\$103,759)