



## Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R.5 DATE 8-21-14  
JANNA GROW, BOARD CLERK

### Board Clerk Use Only

Meeting Date: 8/21/14  
Agenda Item #: R.5  
Est. Start Time: 10:10 am  
Date Submitted: 8/14/14

**Agenda Title:** BUDGET MODIFICATION # DCHS-01-15: Reclassify a .50 FTE Data Analyst to a 1.00 FTE Data Analyst Senior in DCHS

**Requested Meeting Date:** 8/21/14 **Time Needed:** 5 Minutes  
**Department:** 25 - County Human Services **Division:** Mental Health & Addiction Services

**Contact(s):** Joan Rice

**Phone:** 503-988-8298 **Ext.**  **I/O Address** 167/1/520

**Presenter Name(s) & Title(s):** Teri Beemer – Division Director 1

### General Information

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

The Department of County Human Services requests approval of Budget Modification DCHS-01-15 which reclassifies position #712028 from a Data Analyst to a Data Analyst Senior per class comp request #2507 and increases the FTE from .50 FTE to 1.0 FTE in Program Offer #25053 - Quality Management & Protective 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.

Program Offer #25053 - Quality Management & Protective Services is currently utilizing a limited duration Data Analyst Senior. Since the advent of the new Coordinated Care Organization, Health Share of Oregon (HSO), the workload of the Medicaid program has dramatically increased the need for skilled data analysis. In order to meet the rising demand Management has chosen to re-class a vacant .50 FTE Data Analyst position to a permanent 1.0 FTE Data Analyst Senior position per class comp request #2507 and eliminate the limited duration position. The program will utilize funding currently budgeted for temporary staffing to fund this new permanent position on an on-going bases.

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

Program Offer #25053 - Quality Management & Protective Services will remain budget neutral as

the increase in permanent staffing will be offset by a decrease in the temporary staffing.

Subsequent fiscal year personnel merit and COLA increases and will be absorbed within the division's budget.

Service reimbursement to the Risk Management fund will increase by \$10,152.

**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).**

There is no change in revenue.

**7. What budgets are increased/decreased?**

The Department of County Human Services, Mental Health & Addictions Division budget will remain budget neutral as a result of this budget modification as the increase in FTE and permanent personnel expense of \$57,213 is offset by the reduction in the temporary staffing budget.

Service reimbursement to the Risk Management fund will increase by \$10,152.

**8. What do the changes accomplish?**

This budget modification implements the decision from HR Class/Comp to reclassify a half-time Data Analyst position to a full time Data Analyst .

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

Yes. The approval of this budget modification will result in reclassifying a 0.5 FTE position in Mental Health & Addiction Services from a Data Analyst to a 1.0 FTE Data Analyst Senior as determined by the Class/Comp unit of Central Human Resources.  
There is an overall increase of .50 FTE to the Mental Health & Addiction Services Division budget.

**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:** Peggy Samolinski for KaRin Johnson /s/ **Date:** 8/11/2014

**Budget Analyst:** Jennifer Unruh /s/ **Date:** 8/12/2014

**Department HR:** Heather Garret /s/ **Date:** 8/11/2014

**Countywide HR:** Susan Mullett /s/ **Date:** 8/11/2014

## Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: DCHS-01-15

### 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	25053-15	1000	20-80	0040	MA SA QM DS CGF	60000 - Permanent	251,229	252,575	1,346	
2	25053-15	1000	20-80	0040	MA SA QM DS CGF	60130 - Salary Related Expns	80,051	80,471	419	
3	25053-15	1000	20-80	0040	MA SA QM DS CGF	60140 - Insurance Benefits	90,555	88,789	(1,766)	
<b>1000 Total</b>										<b>(1)</b>
4	25053-15	3002	20-80	0040	MA SA QM DS XIX	60000 - Permanent	266,737	302,468	35,731	
5	25053-15	3002	20-80	0040	MA SA QM DS XIX	60130 - Salary Related Expns	85,549	96,683	11,134	
6	25053-15	3002	20-80	0040	MA SA QM DS XIX	60140 - Insurance Benefits	78,151	88,498	10,348	
7	25053-15	3002	20-80	0040	MA SA QM XIX	60100 - Temporary	0	(57,213)	(57,213)	
<b>3002 Total</b>										<b>0</b>
<b>20-80 Total</b>										<b>(1)</b>
<b>Program Offer Number 25053-15 Total</b>										<b>(1)</b>
8	72020-15	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(65,851,703)	(65,861,855)	(10,152)	
9	72020-15	3500	72-80	0020	705210	60330 - Claims Paid	2,855,260	2,865,412	10,152	
<b>3500 Total</b>										<b>0</b>
<b>72-80 Total</b>										<b>0</b>
<b>Program Offer Number 72020-15 Total</b>										<b>0</b>

## Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: DCHS-01-15

### 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
712028	6073	Data Analyst	63307	1000	MA SA QM DS CGF	(0.50)	(26,643)	(8,302)	(9,871)	(44,817)
712028	6456	Data Analyst/Sr	63307	1000	MA SA QM DS CGF	0.44	27,989	8,721	8,106	44,816
712028	6456	Data Analyst/Sr	63307	3002	MA SA QM DS XIX	0.56	35,731	11,134	10,348	57,213
Total Annualized Changes:						0.50	\$37,077	\$11,553	\$8,582	\$57,212

### 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
712028	6073	Data Analyst	63307	1000	MA SA QM DS CGF	(0.50)	(26,643)	(8,302)	(9,871)	(44,817)
712028	6456	Data Analyst/Sr	63307	1000	MA SA QM DS CGF	0.44	27,989	8,721	8,106	44,816
712028	6456	Data Analyst/Sr	63307	3002	MA SA QM DS XIX	0.56	35,731	11,134	10,348	57,213
Total Current FY Changes:						0.50	\$37,077	\$11,553	\$8,582	\$57,212