



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

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS

AGENDA # C.1 DATE 5/3/18
MARINA BAKER, BOARD CLERK

Board Clerk Use Only

Meeting Date: 05/03/18
Agenda Item #: C.1
Est. Start Time: 9:30 a.m.
Date Submitted: 04/17/18

Agenda Title: BUDGET MODIFICATION # DCA-15-18: Reclassification of an IT Security Manager to an IT Manager Senior and transfer to Software Apps

Requested Meeting Date: May 3, 2018 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-15-18 reclassifying position 714940 an IT Security Manager to an IT Manager Senior in program offer 78306-18 – IT Network Services and transfer that position to program offer 78312-18 – IT Data and Reporting 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 #4032; a reclassification requested by management. This reclassified position will lead the application development, integration, support, life cycle management, and database administration for over 200 purchased and developed applications used throughout the county, and will be responsible for creating a vision, architecture, and processes for managing the total cost of ownership of the software application portfolios. This position will also provide leadership to IT services management and staff, advising managers and others on IT-related issues; representing the Office of the CIO to other departments, elected officials, the public, and others; providing coaching and development of staff; and managing performance. In addition to the job class change, this position is requested to be transferred from the IT Security team to oversee the Software Applications Portfolio team, minimizing the need for additional FTE. The program offers affected are 78312-18 and 78306-18.

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

Personnel expenses are expected to remain budget neutral in FY18, as the initial budget for the position is within the salary levels for the new job class.

Please note, the current top step of the new classification is 8% higher 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).

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 position # 714940 from an IT Security Manager to an IT Manager Senior in program offer 78306-18 and the transfer of the position to program offer 78312-18.

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: 4/12/18

Budget Analyst: Ching Hay /s/

Date: 4/17/18

Department HR: Patsy Moushey /s/

Date: 4/5/18

Countywide HR: Karie Miller /s/

Date: 4/6/18

Exp/Rev/FTE - Budget Modification

Budget Year: 2018

Budget Modification: DCA-15-18

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 | 78306-18 | 3503 | 78-70 | 0020 | 709532 | 60000 - Permanent | 718,958 | 585,881 | (133,077) | |
| 2 | 78306-18 | 3503 | 78-70 | 0020 | 709532 | 60130 - Salary Related Expns | 244,010 | 200,174 | (43,836) | |
| 3 | 78306-18 | 3503 | 78-70 | 0020 | 709532 | 60140 - Insurance Benefits | 160,246 | 135,198 | (25,048) | |
| 4 | 78306-18 | 3503 | 78-70 | 0020 | 709599 | 60000 - Permanent | 0 | 99,808 | 99,808 | |
| 5 | 78306-18 | 3503 | 78-70 | 0020 | 709599 | 60130 - Salary Related Expns | 0 | 32,877 | 32,877 | |
| 6 | 78306-18 | 3503 | 78-70 | 0020 | 709599 | 60140 - Insurance Benefits | 0 | 18,786 | 18,786 | |
| 3503 Total | | | | | | | | | | (50,490) |
| 78-70 Total | | | | | | | | | | (50,490) |
| Program Offer Number 78306-18 Total | | | | | | | | | | (50,490) |
| 7 | 78312-18 | 3503 | 78-70 | 0020 | 709599 | 60000 - Permanent | 0 | 33,269 | 33,269 | |
| 8 | 78312-18 | 3503 | 78-70 | 0020 | 709599 | 60130 - Salary Related Expns | 0 | 10,959 | 10,959 | |
| 9 | 78312-18 | 3503 | 78-70 | 0020 | 709599 | 60140 - Insurance Benefits | 0 | 6,262 | 6,262 | |
| 3503 Total | | | | | | | | | | 50,490 |
| 78-70 Total | | | | | | | | | | 50,490 |
| Program Offer Number 78312-18 Total | | | | | | | | | | 50,490 |

Exp/Rev/FTE - Budget Modification

Budget Year: 2018

Budget Modification: DCA-15-18

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 |
| 714940 | 9454 | IT Manager/Senior | | 3503 | 709599 | 1.00 | 133,076 | 43,836 | 25,048 | 201,960 |
| 714940 | 9456 | IT Security Manager | | 3503 | 709532 | (1.00) | (133,077) | (43,836) | (25,048) | (201,961) |
| 714940 | 9456 | IT Security Manager | | 3503 | 709599 | 0.00 | | | | |
| Total Annualized Changes: | | | | | | 0.00 | (\$1) | | | (\$1) |

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 |
| 714940 | 9454 | IT Manager/Senior | | 3503 | 709599 | 0.25 | 33,269 | 10,959 | 6,262 | 50,490 |
| 714940 | 9456 | IT Security Manager | | 3503 | 709532 | (1.00) | (133,077) | (43,836) | (25,048) | (201,961) |
| 714940 | 9456 | IT Security Manager | | 3503 | 709599 | 0.75 | 99,808 | 32,877 | 18,786 | 151,471 |
| Total Current FY Changes: | | | | | | 0.00 | \$0 | \$0 | \$0 | \$0 |