



Multnomah County
Agenda Placement Request
Budget Modification
(FY 2018)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C.3 DATE 10/25/18
TAJA NELSON, ASST. BOARD CLERK

Board Clerk Use Only

Meeting Date: 10/25/18
Agenda Item #: C.3
Est. Start Time: 9:30 a.m.
Date Submitted: 10/11/18

Agenda Title: BUDGET MODIFICATION # DCM-06-19: Reclassification of a Finance Specialist 2 to a Finance Specialist Senior

Requested Meeting Date: October 25, 2018 Time Needed: _____

Department: 72 - County Management Division: _____

Contact(s): Debra Anderson and Matt Moline

Phone: 5039887990 Ext. 87990 I/O Address 503/2

Presenter Name(s) & Title(s): Consent Agenda

General Information

1. What action are you requesting from the Board?

Approval of reclassification #4179 as recommended by the Class Comp section of Central HR, for position 712341, from a Finance Specialist 2 to a Finance Specialist Senior effective October 3, 2018.

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 vacant position in the Department of County Management's General Ledger (GL) work group is requested for reclassification from a Finance Specialist 2 to a Finance Specialist Senior. Since 2015, GL has had substantial turnover in staff, and work that was previously performed by a manager and supervisor is now performed by the team, including development of the Comprehensive Annual Financial Report (CAFR) and the Component Unit Financial Reports (CUFRs).

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

The action increases personnel costs by \$10,026 in the current fiscal year, and is offset by a reduction in Budgeted Overtime. The top range of the new classification is 19.5% higher than the current classification. It is anticipated that in subsequent fiscal years the financial impact of the reclassification will be covered within existing resources.

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

None.

5. Explain any citizen or other government participation.

None.

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).

Risk Fund revenue increases \$493.

7. What budgets are increased/decreased?

Risk Fund increases by \$493.

8. What do the changes accomplish?

NA

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

NA

10. If a grant, is 100% of the central and department indirect recovered? If not, please explain why.

NA

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?

NA

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)?

NA

Required Signature

**Elected Official or
Dept. Director:** Marissa Madrigal /s/

Date: 10-11-18

Budget Analyst: Ching Hay /s/

Date: 10-11-18

Department HR: Carey Burney /s/

Date: 10-9-18

Countywide HR: Susan Mullett /s/

Date: 10-9-18

Exp/Rev/FTE - Budget Modification

Budget Year: 2019

Budget Modification: DCM-06-19

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	72004-19	1000	72-10	0020	704300	60000 - Permanent	542,250	549,429	7,179	
2	72004-19	1000	72-10	0020	704300	60110 - Overtime	14,526	4,500	(10,026)	
3	72004-19	1000	72-10	0020	704300	60130 - Salary Related Expns	196,070	198,424	2,354	
4	72004-19	1000	72-10	0020	704300	60140 - Insurance Benefits	157,442	157,935	493	
1000 Total										0
72-10 Total										0
Program Offer Number 72004-19 Total										0
5	72020-19	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(86,686,964)	(86,687,457)	(493)	
6	72020-19	3500	72-80	0020	705210	60330 - Claims Paid	5,858,848	5,859,341	493	
3500 Total										0
72-80 Total										0
Program Offer Number 72020-19 Total										0

Exp/Rev/FTE - Budget Modification

Budget Year: 2019

Budget Modification: DCM-06-19

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
712341	6030	Finance Specialist 2		1000	704300	(1.00)	(60,152)	(19,730)	(20,734)	(100,616)
712341	6032	Finance Specialist/Sr		1000	704300	1.00	69,724	22,869	21,391	113,984
Total Annualized Changes:						0.00	\$9,572	\$3,139	\$657	\$13,368

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
712341	6030	Finance Specialist 2		1000	704300	(0.75)	(45,114)	(14,798)	(15,550)	(75,462)
712341	6032	Finance Specialist/Sr		1000	704300	0.75	52,293	17,152	16,043	85,488
Total Current FY Changes:						0.00	\$7,179	\$2,354	\$493	\$10,026