



Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS

AGENDA # C-3 DATE 11/10/16
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 11/10/16
Agenda Item #: C.3
Est. Start Time: 930 am
Date Submitted: 10/27/16

Agenda Title: BUDGET MODIFICATION # DCM-09-17: Reclassification of a Data Analyst to a Data Analyst Sr in the Dept of County Management / DART

Requested Meeting Date: November 10, 2016 **Time Needed:** _____

Department: 72 - County Management **Division:** Division of Assessment, Recording and Taxation

Contact(s): Debra Anderson and Michael Vaughn

Phone: 503 988 6355 **Ext.** 86355 **I/O Address** _____

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

General Information

1. What action are you requesting from the Board?

Approval of reclassification request #3601, as recommended by the Class Comp section of Central HR. Reclassifying position 702352 from a Data Analyst (JCN 6073) to a Data Analyst Senior (JCN 6456) in the Department of County Management (DCM), Division of Assessment, Recording and Taxation (DART).

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 within DCM/ DART is submitted for a reclassification from Data Analyst to Data Analyst Senior. This request #3601 is a result of the conversion to the new Orion assessment & taxation software system, requirement for advanced report writing, and increased business need for data base maintenance, data conversion and user support. The new software system will be a SQL based system and require the use of more complex analytical tools, including SQL Server, Access, and Tableau.

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

This action will increase the salary and benefits of the position by \$3,552 for fiscal year 2017. The increase will be covered within budgeted resources, by reducing the budgeted temporary staffing.

expense in program offer 72037-17. The current top step of the new classification is 19.5 percent higher than the current classification's top step. It is anticipated that in subsequent fiscal years the financial impact of the new classification will be funded within the department's budget.

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 increased by \$186 due to personnel budget changes.

7. What budgets are increased/decreased?

The Risk Fund increases by \$186.

8. What do the changes accomplish?

Reclassification.

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: 10-27-16

Budget Analyst: Ching Hay /s/

Date: 10-27-16

Department HR: Susan Yee /s/

Date: 10-27-16

Countywide HR: Susan Mullett /s/

Date: 10-27-16

Exp/Rev/FTE - Budget Modification

Budget Year: 2017

Budget Modification: DCM-09-17

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	72020-17	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(77,841,726)	(77,841,912)	(186)	
2	72020-17	3500	72-80	0020	705210	60330 - Claims Paid	12,390,379	12,390,565	186	
3500 Total										0
72-80 Total										0
Program Offer Number 72020-17 Total										0
3	72037-17	1000	72-30	0020	705401	60000 - Permanent	378,772	381,347	2,575	
4	72037-17	1000	72-30	0020	705401	60100 - Temporary	50,984	47,432	(3,552)	
5	72037-17	1000	72-30	0020	705401	60130 - Salary Related Expns	132,448	133,239	791	
6	72037-17	1000	72-30	0020	705401	60140 - Insurance Benefits	98,292	98,478	186	
1000 Total										0
72-30 Total										0
Program Offer Number 72037-17 Total										0

Exp/Rev/FTE - Budget Modification

Budget Year: 2017

Budget Modification: DCM-09-17

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
702352	6073	Data Analyst		1000	705401	(1.00)	(62,250)	(19,117)	(19,514)	(100,881)
702352	6456	Data Analyst/Sr		1000	705401	1.00	66,568	20,443	19,827	106,839
Total Annualized Changes:						0.00	\$4,318	\$1,326	\$313	\$5,958

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
702352	6073	Data Analyst		1000	705401	(0.67)	(41,804)	(12,838)	(13,032)	(67,674)
702352	6456	Data Analyst/Sr		1000	705401	0.67	44,379	13,629	13,218	71,226
Total Current FY Changes:						0.00	\$2,575	\$791	\$186	\$3,552