



**Multnomah County  
Agenda Placement Request  
Budget Modification**

(Revised 9/23/13)

**Contingency Request**

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R.3 DATE 6/9/16  
MARINA BAKER, ASST BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 6/9/16  
Agenda Item #: R.3  
Est. Start Time: 9:40 am  
Date Submitted: 6/1/16

**Agenda Title: BUDGET MODIFICATION # MCSO-09-16: Requesting \$207,100 General Fund Contingency Transfer to the Sheriff's Office**

Requested Meeting Date: 6/9/2016 Time Needed: 10 minutes  
Department: 60 - Sheriff Division: N/A  
Contact(s): Steve Herron, Labor Relations Director; Wanda Yantis, Sheriff's Office  
Phone: 503-988-4333 Ext. 84333 I/O Address 503/3/300

Presenter Name(s) & Title(s): Steve Herron, Labor Relations Director; Sheriff's Office staff if needed

**General Information**

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

The Department of County Management recommends transferring \$207,100 from the General Fund contingency to the Sheriff's Office to cover increased personnel costs in FY 2016 due to contract negotiations with AFSCME Local 88.

**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.**

The County's collective bargaining agreement with AFSCME Local 88 provides for biennial negotiation of a "market adjustment" to specific classifications. The parties negotiate which classifications to review, and then review comparable labor markets and negotiate adjustments to those classifications' pay ranges.

In the course of this negotiation, 17 classifications in 8 classification series were studied. Multnomah County and the Local 88 union reached a tentative agreement to increase pay scale for 14 of those classifications in April; the changes will be presented to the Board for ratification on June 2nd, 2016. The change in wage scales will increase salaries by approximately \$497,600 countywide. The increase for Facility Security Officers (FSOs) in the Sheriff's Office is different than the other wage classes in that it is retroactive to FY 2015, resulting in a larger FY 2016 cost increase. The increase for the FSO wage scale impacts 45.10 FTE and is estimated at

approximately \$207,100; nearly 42% of the total countywide increase. Due to the size of this increase, the Sheriff's Office is requesting General Fund contingency to help cover the unanticipated costs.

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

FY 2016 – Wage Scale Adjustments – \$207,100

The tentative agreement impacts 45.10 FTE. The costing estimates are based on the best available data and show the impact for FY 2016 and retroactive FY 2015 costs as per the bargaining agreement. The \$207,100 contingency request will be budgeted as follows:

Salary: \$146,850  
Benefits: \$46,300  
Insurance: \$13,950

FY 2017 Impacts

The cost increases for the Facilities Security Officers can be offset in the FY 2017 budget with the lower than anticipated cost of living increase (COLA) for FY 2017. Therefore, no further budget action is needed.

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

None.

**5. Explain any citizen or other government participation.**

N/A

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**Budget Modification**

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**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?**

The Sheriff's Department General Fund increases by \$207,100.  
The General Fund Contingency decreases by \$207,100.  
The Risk Fund increases by \$13,950.

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

It provides additional funding to the Sheriff's Office to cover the cost of the market adjustment agreed upon through Local 88 contract negotiations.

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

No

**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?**

The General Fund contingency transfer to the Sheriff's Office covers the expenses of the FY 2015 and FY 2016 pay increases. The FY 2016 budget included \$200,000 set aside in General Fund contingency to help cover the costs of labor contracts if needed. Ongoing increases will be covered within the Office's budget.

**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

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**For Contingency Requests Only:**

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**13. Why was the expenditure not included in the annual budget process?**

The total cost for year one of the agreement was unknown when the FY 2016 budget was adopted because the County had not completed negotiations with Local 88. The FY 2016 budget included \$200,000 set aside in General Fund contingency to help cover the costs of labor contracts if needed.

**14. What efforts have been made to identify funds from other sources within the department/agency to cover this expenditure?**

N/A - General Fund contingency included \$200,000 set aside to help cover the cost of labor negotiations.

**15. Why are no other department/agency fund sources available?**

N/A

**16. Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account. What are the plans for future ongoing funding?**

The General Fund transfer covers the expense of the first year pay increases. Ongoing costs will be covered within the Office's budget.

**17. Has this request been made before? When? What was the outcome?**

This request has not been made before.

*NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense and Revenues Worksheet and/or a Budget Modification Personnel Worksheet*

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**Required Signature**

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**Elected Official or  
Dept. Director:** Chief Jason Gates /s/

**Date:** 6/1/2016

**Budget Analyst:** Allegra Willhite /s/

**Date:** 6/1/2016

**Department HR:** n/a

**Date:** n/a

**Countywide HR:** Steve Herron /s/

**Date:** 6/1/2016

### Exp/Rev/FTE - Budget Modification

Budget Year: 2016

Budget Modification: MCSO-09-16

#### 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	60035A-16	1000			601484	60000 - Permanent	1,988,570	2,135,420	146,850	
2	60035A-16	1000			601484	60130 - Salary Related Expns	681,174	727,474	46,300	
3	60035A-16	1000			601484	60140 - Insurance Benefits	798,868	812,818	13,950	
<b>1000 Total</b>										<b>207,100</b>
<b>Total</b>										<b>207,100</b>
<b>Program Offer Number 60035A-16 Total</b>										<b>207,100</b>
4	72020-16	3500			705210	50316 - Svc Rmb Med/Dental	(71,434,448)	(71,448,398)	(13,950)	
5	72020-16	3500			705210	60330 - Claims Paid	7,928,953	7,942,903	13,950	
<b>3500 Total</b>										<b>0</b>
<b>Total</b>										<b>0</b>
<b>Program Offer Number 72020-16 Total</b>										<b>0</b>
6	95000-16	1000			9500001000	60470 - Contingency	9,611,148	9,404,048	(207,100)	
<b>1000 Total</b>										<b>(207,100)</b>
<b>Total</b>										<b>(207,100)</b>
<b>Program Offer Number 95000-16 Total</b>										<b>(207,100)</b>

## Exp/Rev/FTE - Budget Modification

Budget Year: 2016

Budget Modification: MCSO-09-16

### Annualized Personnel Changes

Change is shown on a full year basis even though this action affects only a part of the fiscal year (FY).

No positions were affected by this Budget Modification.

### Current Year Personnel Changes

Cost/savings that will take place in this FY; these explain the actual dollar amounts being changed by this BudMod.

No positions were affected by this Budget Modification.