



ULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(revised 08/02/10)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C.1 DATE 3-1-12
LYNDA GROW, BOARD CLERK

Board Clerk Use Only

Meeting Date: 3/1/12
Agenda Item #: C.1
Est. Start Time: 9:30 am
Date Submitted: 2/17/12

BUDGET MODIFICATION: LIB -05

Agenda Title: BUDGET MODIFICATION # LIB-05 Reclassifying One Filled Position in Library Reference Adult Service & Programming Division

Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.

Requested Meeting Date: March 1, 2012 Amount of Time Needed: Not applicable
Department: Library Division: Ref. Adult Svc & Prog.
Contact(s): Shelly Kent
Phone: 503-988-3908 Ext. I/O Address:
Presenter Name(s) & Title(s): Consent Agenda

General Information

1. What action are you requesting from the Board?

Requesting Board approval to reclassify one 1.0 FTE filled Program Supervisor position to a 1.0 Program Manager 1 position in the Library's Reference, Adult Services & programming Division, in which the incumbent is not reclassified with the position.

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.

Reclassification Request #1866 has been approved by the Class/Comp Unit of Central HR to reclassify one existing position from Program Supervisor (9361) to Program Manager 1 (9615).

Rationale for Classification Decision:

Reclassifying position 708304 to Program Manager 1 increases the span of control in Reference Adult Services & Programming Division as well as improving cost and reporting efficiencies. With the retirement of a Library Manager Senior, Library Director Oehlke

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

ATTACHMENT B

BUDGET MODIFICATION: LIB - 05

Required Signatures

Elected Official or Department/ Agency Director:	<u>Vailey Oehlke /s/</u>	Date: <u>2/16/12</u>
Budget Analyst:	<u></u>	Date: <u></u>
		<u>2/16/12</u>
Budget Analyst:	<u>Ching Hay /s/</u>	Date: <u></u>
		<u>2/16/12</u>
Department HR:	<u>Shelly Kent /s/</u>	Date: <u></u>
		<u>2/16/12</u>
Countywide HR:	<u>Joi Doi /s/</u>	Date: <u>Feb. 16, 2012</u>

Budget Modification ID: **BM-LIB-05****EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Budget/Fiscal Year: 2012

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
						Cost Center	WBS Element						
1	80-90	1510	80005	70		801100		60000	166,199	170,636	4,437		Permanent
2	80-90	1510	80005	70		801100		60130	50,197	51,559	1,362		Salary Related Expenses
3	80-90	1510	80005	70		801100		60140	53,091	53,424	333		Insurance Benefits
4	80-90	1510	80005	70		801100		60180	37,000	30,868	(6,132)	0	Printing
5										0			
6	72-10	3500		20		705210		50316			(333)		Insurance Revenue
7	72-10	3500		20		705210		60330			333		Offsetting Expenditure
8										0			
9										0			
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