



Department of County Management
MULTNOMAH COUNTY OREGON

Budget Office

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TO: Board of County Commissioners

FROM: Allegra Willhite

DATE: June 14, 2016

SUBJECT: General Fund Contingency request of \$38,000 for the District Attorney's Office to Fund AFSCME Local 88 Office Assistant Classification Series Market Adjustment Costs (Budget Modification DA-07)

The District Attorney's Office is requesting \$38,000 from the General Fund contingency for the cost of Office Assistant classification series (Office Assistant 1, Office Assistant 2, and OA Senior positions) wage scale increases for FY 2016. The County's collective bargaining agreement with AFSCME Local 88 provides for biennial negotiation of a "market adjustment" to certain classifications. The parties negotiate which classifications to review, and then review comparable labor markets and negotiate adjustments to those classifications' pay ranges. The County and Local 88 agreed to increase the Office Assistant classification series wage scale, resulting in an impact of approximately \$38,000 to the District Attorney's Office.

As of June 14, 2016, non-earmarked contingency remaining is \$759,185. If this request is approved, the non-earmarked contingency amount will be reduced to \$721,185.

General Fund Contingency Policy Compliance

The Budget Office is required to inform the Board if contingency requests submitted for approval satisfy the guidelines for using the General Fund Contingency.

In particular,

- Criteria 1 states contingency requests should be for one-time-only purposes.
This request will cover market adjustment labor costs for FY 2016 only.
- Criteria 2 addresses emergencies and unanticipated situations.
The costs were unknown during the FY 2016 budget due to ongoing labor negotiations.
- Criteria 3 addresses items identified in Board Budget Notes.
This item was not identified in a specific Budget Note.