



Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

Board Clerk Use Only

Meeting Date: _____

Agenda Item #: _____

Est. Start Time: _____

Date Submitted: _____

Agenda Title: BUDGET MODIFICATION # DCA-01-15: Conversion of an IT Manager 2 to an IT Project Manager 2

Requested Meeting Date: _____ **Time Needed:** Consent Calendar

Department: 78 - County Assets **Division:** Information Technology

Contact(s): Shaun Coldwell or Chris Brower

Phone: 988-3312 or 988-4001 **Ext.** _____ **I/O Address** 503/4

Presenter Name(s) & Title(s): N/A

General Information

1. What action are you requesting from the Board?

The department is requesting board approval of budget modification DCA-01-15 reclassifying an IT Manager 2 to an IT Project Manager 2.

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 modification reflects a Class/Comp decision (#2490); a reclassification request initiated by management. The job tasks for this position have changed in order to accommodate the organization's move to a release management based approach for website and mobility development work. This position will be responsible for managing multiple projects of moderate to high complexity. In addition, this position will manage a matrixed team of approximately twenty members, assign project tasks to team members, manage them through to completion, and provide performance evaluation feedback throughout the project. The IT Manager 2 classification manages assigned work units with specific technical disciplines and have programs for which they are accountable. The position under review will primarily focus on managing projects and leading multi-disciplinary teams that are assembled and dedicated to work on projects as they develop. Class/Comp reviewed the submitted job duties and description and concluded that the IT Project Manager 2 was the best fit for the position. Program offer 78032 is affected.

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

Personnel expenses are expected to decrease \$28,946 for FY15. This will be offset by an increase in the supplies budget. Ongoing, the annual fiscal impact will be a decrease of about \$28,946.

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

N/A

5. Explain any citizen or other government participation.

N/A

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).

N/A

7. What budgets are increased/decreased?

N/A

8. What do the changes accomplish?

Approval of a classification decision from the Human Resources Classification Compensation unit that best reflects the duties of the position.

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

Yes, reclassification of an IT Manager 2 to an IT Project Manager 2.

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?

N/A

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

Required Signature

**Elected Official or
Dept. Director:** _____

Date: _____

Budget Analyst: _____

Date: _____

Department HR: _____

Date: _____

Countywide HR: _____

Date: _____