



Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C.1 DATE 12/8/16
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 12/8/16
Agenda Item #: C.1
Est. Start Time: 9:30 am
Date Submitted: 11/30/16

**Agenda Title: BUDGET MODIFICATION # DCM-10-17: Reclassification from Deputy
Director to Budget Director**

Requested Meeting Date: 12/8/16 Time Needed: N/A Consent
Department: 72 - County Management Division: Central Budget Office
Contact(s): Michael Jaspin
Phone: 503-988-7696 Ext. 87696 I/O Address 503/531

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

General Information

1. What action are you requesting from the Board?

Approval of reclassification request #3536, as recommended by the Class Comp section of Central HR. Reclassifying position 706083 from Deputy Director (JCN 9619) to Budget Director (JCN 9808) in the Department of County Management (DCM), Central Budget Office.

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 the Budget Office in DCM is submitted for a reclassification from a Deputy Director to Budget Director due to reorganization. The position for the top position in the Budget Office has been classified as both Deputy Director and Finance Manager Senior positions. A separate study was completed before this reclassification request was authorized and the outcome resulted in creation of a separate stand alone classification. The Budget Director classification is responsible for the administration of the budget functions and activities and is responsible for planning for the long-term financial stability for the county. This position leads the budget process overseeing a \$1.9 billion dollar budget with 34 funds and works closely with the Multnomah Chair's Office in determining the budget strategy.

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

This action will decrease the salary and benefits of the position by \$155 for fiscal year 2017. The decrease is offset with a corresponding \$155 increase to the Supplies Budget in program offer

72001-17. The current top step of the new classification is under 1% below the top step of the current classification. 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 is decreased by \$8 due to personnel budget changes.

7. What budgets are increased/decreased?

The Risk Fund decreases by \$8.

8. What do the changes accomplish?

Approval of a reclassification decision from the Class/Comp unit of Central Human Resources.

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

N/A

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)?

NA

Required Signature

**Elected Official or
Dept. Director:** Travis Graves

Date: 11/30/16

Budget Analyst: Chris Yager /s/

Date: 12/1/16

Department HR: Susan Yee /s/

Date: 11/28/16

Countywide HR: Susan Mullett /s/

Date: 11/28/16

Exp/Rev/FTE - Budget Modification

Budget Year: 2017

Budget Modification: DCM-10-17

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	72001-17	1000	72-20	0020	701000	60000 - Permanent	1,185,110	1,185,003	(107)		
2	72001-17	1000	72-20	0020	701000	60130 - Salary Related Expns	418,517	418,477	(40)		
3	72001-17	1000	72-20	0020	701000	60140 - Insurance Benefits	279,624	279,616	(8)		
4	72001-17	1000	72-20	0020	701000	60240 - Supplies	65,000	65,155	155		
	1000 Total										0
	72-20 Total										0
	Program Offer Number 72001-17 Total										0
5	72020-17	3500	72-80	0020	705200	50316 - Svc Rmb Med/Dental	0	8	8		
6	72020-17	3500	72-80	0020	705200	60330 - Claims Paid	0	(8)	(8)		
	3500 Total										0
	72-80 Total										0
	Program Offer Number 72020-17 Total										0

Budget Modification: DCM-10-17

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
706083	9619	Deputy Director		1000	701000	(1.00)	(146,871)	(54,871)	(25,649)	(227,391)
706083	9808	Budget Director		1000	701000	1.00	146,728	54,817	25,639	227,184
Total Annualized Changes:						0.00	(\$143)	(\$54)	(\$10)	(\$207)

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
706083	9619	Deputy Director		1000	701000	(0.75)	(110,153)	(41,153)	(19,237)	(170,543)
706083	9808	Budget Director		1000	701000	0.75	110,046	41,113	19,229	170,388
Total Current FY Changes:						0.00	(\$107)	(\$40)	(\$8)	(\$155)