



**Multnomah County  
Agenda Placement Request  
Budget Modification**

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-1 DATE 12-4-14  
MARINA BAKER, ASST BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 12/4/14  
Agenda Item #: C.1  
Est. Start Time: 9:30 am  
Date Submitted: 11.3.14

**Agenda Title: BUDGET MODIFICATION # DCM-09-15: Reclassifying a Budget Analyst  
Principal to a Budget Analyst Senior**

Requested Meeting Date: December 4, 2014 Time Needed: Consent Calendar

Department: 72 - County Management Division: Budget

Contact(s): Karyne Kieta (Lisa Whedon x87850)

Phone: 503-988-7968 Ext. 87968 I/O Address 503/5/531

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 DCM-09-15 reclassifying a Budget Analyst Principal to a Budget Analyst Senior.

**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 on a classification request initiated by management (request# 2617). This request is due to the changes in duties and responsibilities and reflecting the need to adjust the classification due to unsuccessful recruitments of the higher level. This position will perform advanced-level budgetary, management, analytic, and financial expertise in the preparation and coordination of the county-wide budget. This classification is a good match as the focus of the position is supporting the annual county budget process, collecting data, and providing labor analysis and costing. The changes impact program offer 72001-15.

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

Personnel cost increased by \$3,279 this will be offset by a reduction in the printing budget.

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

NA

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

NA

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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).**

NA

**7. What budgets are increased/decreased?**

Personnel cost increased by \$3,279 this will be offset by a reduction in the printing budget. The risk fund increases by \$171 due to an increase in service reimbursements from reclassification of this position.

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

Approval of classification decision from Central 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 a Budget Analyst Principal to a Budget Analyst Senior.

**10. If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

NA

**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?**

NA

**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

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**Required Signature**

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**Elected Official or  
Dept. Director:** Karyne Kieta /s/

**Date:** 11/3/14

**Budget Analyst:** Ching Hay /s/

**Date:** 11/3/14

**Department HR:** Patsy Moushey /s/

**Date:** 10/30/14

**Countywide HR:** Susan Mullett /s/

**Date:** 10/31/14

### Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: DCM-09-15

#### 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	72001-15	1000	72-20	0020	701000	60000 - Permanent	948,964	951,316	2,352	
2	72001-15	1000	72-20	0020	701000	60130 - Salary Related Expns	313,365	314,121	756	
3	72001-15	1000	72-20	0020	701000	60140 - Insurance Benefits	224,472	224,643	171	
4	72001-15	1000	72-20	0020	701000	60180 - Printing	21,000	17,721	(3,279)	
<b>1000 Total</b>										<b>0</b>
<b>72-20 Total</b>										<b>0</b>
<b>Program Offer Number 72001-15 Total</b>										<b>0</b>
5	72020-15	3500	72-80	0020	705210	50316 - Svc Rmb Med/Dental	(66,208,283)	(66,208,454)	(171)	
6	72020-15	3500	72-80	0020	705210	60330 - Claims Paid	3,211,840	3,212,011	171	
<b>3500 Total</b>										<b>0</b>
<b>72-80 Total</b>										<b>0</b>
<b>Program Offer Number 72020-15 Total</b>										<b>0</b>

### Exp/Rev/FTE - Budget Modification

Budget Year: 2015

Budget Modification: DCM-09-15

#### 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
704705	9730	Budget Analyst, Senior	61260	1000	701000	1.00	55,357	17,802	18,164	91,324
704705	9734	Budget Analyst/Principal	61260	1000	701000	(1.00)	(80,213)	(25,796)	(19,967)	(125,976)
<b>Total Annualized Changes:</b>						<b>0.00</b>	<b>(\$24,856)</b>	<b>(\$7,994)</b>	<b>(\$1,803)</b>	<b>(\$34,652)</b>

#### 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
704705	9730	Budget Analyst, Senior	61260	1000	701000	0.83	46,131	14,835	15,137	76,103
704705	9734	Budget Analyst/Principal	61260	1000	701000	(0.83)	(66,844)	(21,496)	(16,639)	(104,979)
<b>Total Current FY Changes:</b>						<b>0.00</b>	<b>(\$20,713)</b>	<b>(\$6,661)</b>	<b>(\$1,502)</b>	<b>(\$28,876)</b>