



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(Revised: 8/18/11)

### Board Clerk Use Only

Meeting Date: 7/26/12  
 Agenda Item #: C.6  
 Est. Start Time: 9:30 am  
 Date Submitted: 7/13/12

**BUDGET MODIFICATION #Budget Modification-LIB-13-01 Reclassifying a  
 Agenda Division Manager 2 to a Deputy Director position in the Library, as determined  
 Title: by the Class/Comp unit of Central Human Resources.**

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

<b>Requested Meeting Date:</b>	<u>July 26, 2012</u>	<b>Time Needed:</b>	<u>N/A (Consent)</u>
<b>Department:</b>	<u>Library</u>	<b>Division:</b>	<u>Administration</u>
<b>Contact(s):</b>	<u>Vailey Oehlke</u>		
<b>Phone:</b>	<u>503/988-5403</u>	<b>Ext.:</b>	<u>85403</u>
		<b>I/O Address:</b>	<u>317/Admin</u>
<b>Presenter Name(s) &amp; Title(s):</b>	<u>N/A – Consent Agenda</u>		

### General Information

**1. What action are you requesting from the Board?**

Requesting approval of budget modification LIB-01, reclassifying a Division Director 2 position to a Deputy Director position, as determined by the Class/Comp unit of Central Human Resources.

**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.**

Class/Comp reviewed the job duties of this position and determined that the Deputy Director classification was the best fit for this position. The incumbent was in the previous Deputy Director classification until the implementation of the 2009-10 Executive Study results. The Deputy Director class was reinstated in February 2012; it has executive-level department-wide management responsibilities and reports to, and acts on behalf of, the Department Director with the authority and scope granted by this chief executive. The duties and level of management responsibility contained in the incumbent's position are consistent with the updated Deputy Director classification.

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

There is no fiscal impact (current year or ongoing) since there is no compensation change.

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

N/A

**5. Explain any citizen and/or other government participation that has or will take place.**

N/A

**Budget Modification**

If the request is a **Budget Modification**, please answer **all** of the following in detail:

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

No revenue change.

- **What budgets are increased/decreased?**

No budget impact.

- **What do the changes accomplish?**

This budget modification implements the decision from Class/Comp to reclassify a Division Director 2 position and the incumbent to the Deputy Director classification.

- **Do any personnel actions result from this budget modification? Explain.**

Same as above.

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

N/A

- **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

- **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 (i.e. cash match, in kind match, reporting requirements etc)?**

N/A

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

**Required Signature**

**Elected Official**

**or Dept Director:** Vailey Oehlke /s/

**Date:** 7/13/12

**Budget Analyst:** Althea Gregory

**Date:** 7/13/12

**Department HR:** Joi Doi

**Date:** 7/13/12