



# MMULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-3 DATE 3/18/10  
LYNDA GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date:	03/18/2010
Agenda Item #:	R-3
Est. Start Time:	9:42 AM
Date Submitted:	03/10/2010

## BUDGET MODIFICATION: MCSO - 09

**BUDGET MODIFICATION MCSO-09 appropriating \$498,734 General Fund Contingency for The Sheriff's Office to fund ORPAT (Oregon Physical Abilities Test) and retroactive pay for DSA (Deputy Sheriff's Association) members in accordance with the DSA Contract Agreement.**

**Agenda Title:**

*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>	March 18, 2010	<b>Amount of Time Needed:</b>	10 minutes
<b>Department:</b>	Sheriff's Office	<b>Division:</b>	Enforcement
<b>Contact(s):</b>	Wanda Yantis		
<b>Phone:</b>	503-988-4455	<b>Ext.</b>	X84455
	<b>I/O Address:</b>		503/350
<b>Presenter(s):</b>	Monte Reiser, Enforcement Administrative Captain and Wanda Yantis, Fiscal Manager		

## General Information

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

Appropriate \$498,734 of General Fund contingency to fund ORPAT (Oregon Physical Abilities Test) in the amount of \$132,000, and retroactive pay for DSA (Deputy Sheriff's Association) members, in the amount of \$366,734, in accordance with the DSA 2009-10 Wage Reopener Contract Agreement.

### 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.

On June 25, 2009, the Board approved the wages and other modifications to and an extension through June 30, 2014 of the labor agreement between the County and the Deputy Sheriff's Association (DSA), covering the classifications of Deputy Sheriff, Sergeant, Civil Deputy and Civil Deputy Senior.

The highlights of the agreement follow:

**Compensation:**

- Effective July 1, 2008: 3.8% COLA
- Effective July 1, 2009: 0%, (No increase, Wage Freeze)
- Effective July 1, 2010: Min of 2% max 5% COLA, equal to CPI-W for Portland, 2<sup>nd</sup> half
- Reopener for 2011-2012: Wages and one (1) article each
- Effective July 1, 2012, Min of 2%, max 5% COLA equal to CPI-W for Portland, 2<sup>nd</sup> half
- Effective July 1, 2013, Min of 2%, max 5% COLA equal to CPI-W for Portland, 2<sup>nd</sup> half
- 1.5% premium for successful completion of Oregon Physical Abilities Test

Due to the timing of the contract settlement, we were not able to charge the FY 2009 budget so the costs were charged to the FY 2010 budget. On September 24th the Board was briefed regarding the State, during the briefing, the Board also discussed some upcoming labor expenditures resulting from the settlement of various labor contracts and memorandums of understanding. The actions requested reflect those discussions.

This action affects all Program Offers that provide services utilizing Deputy Sheriff's and Sergeants. This action by the Board provides funding for the contract settlement which occurred after this year's budget was adopted.

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

The General Fund contingency will be decreased by \$498,734. The Sheriff's Office appropriation will be increased by \$498,734 to cover the following costs:

**FY 2009** - The agreement calls for a 3.8% COLA for FY 2009. This is the same COLA as others in the County received.

**FY 2010** - The agreement calls for a COLA freeze in FY 2010. Members continue to receive steps in accordance with the collective bargaining agreement. The COLA freeze is estimated to save the County \$212,000 in the General Fund and \$35,000 in other funds for a total savings of \$247,000 when viewed against a 2.8% COLA. The General Fund savings from the COLA freeze is included in the FY 2010 budget and was used to help restore the Special Investigations Unit.

**ORPAT** - If DSA members pass the Oregon Physical Abilities Test, they will receive a 1.5% premium.

Overtime costs will be impacted by these as well.

Future wage costs will change based on CPI with a floor of 2% and a ceiling of 5%. Wage related costs will also be impacted.

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

Program change is a result of negotiated agreement between Multnomah County and the Deputy Sheriff's Association.

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

The Agreement was outlined by both parties.



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## ATTACHMENT A

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### Budget Modification

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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).**

General Fund contingency will be decreased by \$498,734 and revenue to the Risk Fund will increase by \$34,172.

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

The County-wide General Fund Contingency is decreased by \$498,734

The Sheriff's Office General Fund budget is increased by \$498,734

Increase the Risk Fund by \$34,172

- **What do the changes accomplish?**

This action will fund ORPAT (Oregon Physical Abilities Test) and retroactive pay for DSA (Deputy Sheriff's Association) members in accordance with the DSA Contract Agreement.

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

This will result in no personnel actions.

- **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

<p><i>NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense &amp; Revenues Worksheet and/or a Budget Modification Personnel Worksheet.</i></p>
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## ATTACHMENT B

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**BUDGET MODIFICATION: MCSO - 09**

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### Required Signatures

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**Elected Official or  
Department/  
Agency Director:**



**Date:** 03/10/2010

**Budget Analyst:**

  
Christian Elkin

**Date:** 03/10/2010

**Department HR:**

**Date:** \_\_\_\_\_

**Countywide HR:**

**Date:** \_\_\_\_\_



**Department of County Management**  
**MULTNOMAH COUNTY OREGON**

Budget Office

**501 SE Hawthorne Blvd., Suite 531**  
**Portland, Oregon 97214**  
**(503) 988-3312 phone**  
**(503) 988-5758 fax**  
**(503) 988-5170 TDD**

TO: Board of County Commissioners

FROM: Christian Elkin, Principal Budget Analyst

DATE: March 10, 2010

SUBJECT: General Fund Contingency Request of \$498,734 for Labor Contract Settlement and with the Deputy Sheriff's Association (DSA) in the Sheriff's Office (Budget Modification MCSO-09).

The FY 2009 budget included funds for retroactive pay and related costs for the negotiated labor agreement (2009-2010) wage reopener with the Deputy Sheriff's Association; however due to the timing of the settlement those costs had to be charged to the FY 2010 budget<sup>1</sup>.

The total amount set aside is \$498,734<sup>2</sup>. This request includes the following:

- \$132,000 - for the Oregon Physical Abilities Test (ORPAT); and
- \$366,734 – retroactive pay for Deputy Sheriff's Association members, in accordance with the DSA 2009-10 Wage Reopener Contract Agreement.

**General Fund Contingency Policy Compliance**

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

In particular,

- Criteria 1 states contingency requests should be for one-time-only purposes. If this is not judged to be one-time-only transition funding, the request essentially funds ongoing programs with one-time-only emergency contingency funds. **The retroactive pay is one-time-only. The ORPAT pay is an ongoing obligation.**
- Criteria 2 Addresses emergencies and unanticipated situations. **This request does not address this.**
- Criteria 3 addresses items identified in Board Budget Notes. **The retroactive pay was carried forward in FY 2010 from the FY 2009 budget. As noted above, the ORPAT pay is an ongoing obligation.**

<sup>1</sup> On June 25, 2009, the Board approved the wages and other modifications to and an extension through June 30, 2014 of the labor agreement between the County and the Deputy Sheriff's Association (DSA), covering the classifications of Deputy Sheriff, Sergeant, Civil Deputy and Civil Deputy Senior.

<sup>2</sup> The budgeted funds from FY 2009 went back to the General Fund and are available in FY 2010.



Budget Modification ID: MCSO-09

**EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Budget/Fiscal Year: 2010

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit Cost Center	WBS Element	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
1	19	1000		20		9500001000		60470		(498,734)	(498,734)		CGF Contingency
2										0			
3	60-50	1000	60063	50		601615		60110		90,442	90,442		Overtime
4	60-50	1000	60063	50		601615		60120		251,274	251,274		Premium
5	60-50	1000	60063	50		601615		60130		122,847	122,847		Salary-Related
6	60-50	1000	60063	50		601615		60140		34,172	34,172		Insurance
7										0			
8	72-10	3500		20		705210		50316		(34,172)	(34,172)		Risk Fund
9	72-10	3500		20		705210		60330		34,172	34,172		Risk Fund
10										0			
11										0			
12										0			
13										0			
14										0			
15										0			
16										0			
17										0			
18										0			
19										0			
20										0			
21										0			
22										0			
23										0			
24										0			
25										0			
26										0			
27										0			
28										0			
29										0			
											0	0	Total - Page 1
											0	0	GRAND TOTAL

**ANNUALIZED PERSONNEL CHANGE**Change on a full year basis even though this action affects only a part of the fiscal year (FY).

							ANNUALIZED			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL ANNUALIZED CHANGES						0.00	0	0	0	0

**CURRENT YEAR PERSONNEL DOLLAR CHANGE**Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this Bud Mod.

							CURRENT YEAR			
Fund	Job #	HR Org	CC/WBS/IO	Position Title	Position Number	FTE	BASE PAY	FRINGE	INSUR	TOTAL
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
										0
TOTAL CURRENT FY CHANGES						0.00	0	0	0	0



FM Side			PS/CO Side			Cost Element/Commitment	
FM Fund Center	FM Fund Code	Functional Area	Internal Order	Cost Center	WBS Element	Item	Notes
<b>General Fund Contingency</b>							
19	1000	0020		9500001000		60470	Reduce available General Fund Contingency
xx-xx	xxxxx	0020		xxx	xxx	xxxxx	Increase Expenditure
<b>Indirect Central</b>							
xx-xx	xxxxx				xxx	60350	Indirect Expenditure
19	1000	0020		9500001000		50310	Indirect reimbursement revenue in General Fund
19	1000	0020		9500001000		60470	CGF Contingency expenditure
<b>Departmental</b>							
xxx	xxxxx				xxx	60355	Indirect Department Expenditure
xx-xx	1000			xxx	xxx	50370	Indirect Dept reimbursement revenue in General Fund
xx-xx	1000			xxx	xxx	xxx	Off setting Dept expenditure in General Fund
<b>Telecommunications</b>							
xx-xx	xxxxx				xxx	60370	Departmental telecommunication expenditure
72-60	3503	0020		709525		50310	Budgets receipt of reimbursement
72-60	3503	0020		709525		60200	Budgets offsetting expenditure in telecommunications fund
<b>Data Processing</b>							
xx-xx	xxxxx				xxx	60380	Departmental data processing expenditures
72-60	3503	0020		709000		50310	Budgets receipt of Data Processing reimbursement
72-60	3503	0020		709000		60240	Budgets offsetting expenditures
<b>PC Flat Fee (Flat Fee is no longer in effect for most Departments beginning in FY 2007)</b>							
xx-xx	xxxxx				xxx	60390	Departmental PC Flat Fee expenditure
				between			
72-60	2508	0020		709201 &		50310	Budgets receipt of PC Flat Fee
				709211			
				between			
72-60	2508	0020		709201 &		60240	Budgets offsetting expenditure
				709211			
<b>Electronic Service Reimbursement</b>							
xx-xx	xxxxx					60420	Departmental Electronics expenditure
72-55	3501	0020		904200		50310	Receipt of Electronics service reimbursement
72-55	3501	0020		904200		60240	Budgets offsetting expenditure
<b>Motor Pool</b>							
xx-xx	xxxxx				xxx	60410	Departmental Motor Pool expenditure
72-55	3501	0020		904100		50310	Budgets receipt of Motor Pool service reimbursement
72-55	3501	0020		904100		60240	Budgets offsetting expenditure
<b>Building Management</b>							
xx-xx	xxxxx				xxx	60430	Departmental Building Management expenditure
72-50	3505	0020		902575		50310	Budgets receipt of Building Management service reimbursement
72-50	3505	0020		902575		60170	Budgets offsetting expenditure
<b>Insurance Service Reimbursement</b>							
xx-xx	xxxxx					60140 or 60145	Departmental Insurance expenditure
72-10	3500	0020		705210		50316	Insurance Revenue
72-10	3500	0020		705210		60330	Offsetting expenditure
<b>Lease Payments to Capital Lease Retirement Fund</b>							
xx-xx	xxxxx					60450	Departmental Capital Lease Retirement expenditure
							Contact your Budget Analyst to complete this.
<b>Mail &amp; Distribution</b>							
xx-xx	xxxxx				xxx	60460	Mail & Distribution expenditure
72-55	3504	0020		904400		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904400		60230	Budgets offsetting expenditure
<b>Records</b>							
xx-xx	xxxxx				xxx	60460	Records expenditure
72-55	3504	0020		904500		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904500		60240	Budgets offsetting expenditure
<b>Stores</b>							
xx-xx	xxxxx				xxx	60460	Stores expenditure
72-55	3504	0020		904600		50310	Budgets receipt of service reimbursement
72-55	3504	0020		904600		60240	Budgets offsetting expenditure



### How are functional areas assigned to cost objects?

For the most part, functional area is related to what department has recorded the revenue or expenditure (i.e. the District Attorney is reported in Public Safety and Justice). There are some exceptions to this rule that require certain funds to be assigned to a particular functional area, regardless of what department the revenues or expenditures are recorded in.

Functional Area Assignments ~ Based on Fund		
1501 – Road Fund	Roads and Bridges	80
1502 – Emergency Communications Fund	Community Services	60
1503 – Bike Path Fund	Community Services	60
1504 – Recreation Fund	Community Services	60
1506 – County School Fund	Community Services	60
1509 – Willamette River Bridges Fund	Roads and Bridges	80
1510 – Library Fund	Library	70
1512 – Land Corner Preservation Fund	Roads and Bridges	80
2500 – Justice Bond Project Fund	Public Safety and Justice	50
2501 – Revenue Bond Project Fund	Community Services	60
2502 – SB 1145 Fund	Public Safety and Justice	50
2504 – Building Project Fund	Community Services	60
2505 – Deferred Maintenance Fund	Community Services	60
2506 – Library Construction / 1996 Bonds Fund	Library	70
2507 – Capital Improvement Fund	Community Services	60
2509 – Asset Preservation Fund	Community Services	60
2510 – Library Property Fund	Library	70
3000 – Dunthorpe-Riverdale Service Dist #14 Fund	Dunthorpe-Riverdale Service Dist #14	500
3001 – Mid County Service District #1 Fund	Mid County Service District #1	510
3002 – Behavioral Health Managed Care Fund	Behavioral Health Managed Care	520

If a cost object is not in one of the funds listed above, then the functional area should be assigned based on the department that the cost object is in.

Functional Area Assignments ~ Based on Department (Fund Center)		
Non-Departmental (10, except 10-50)	General Government	20
Non-Departmental – CCFC (10-50)	Social Services	40
District Attorney (15)	Public Safety and Justice	50
Countywide (18 & 19)	General Government	20
Human Services (20, 25, 26, 30 & 31)	Social Services	40
School and Community Partnerships (21)	Social Services	40
Health (40)	Health Services	30
Community Justice (50)	Public Safety and Justice	50
Sheriff's Office (60)	Public Safety and Justice	50
County Management (72)	General Government	20
Community Services (91)	General Government	20
Library (80)	Library	70

If you have any questions or comments, please contact Susan Luce in General Ledger at ext. 22138.