



# 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-03-15: Conversion of an IT Manager 1 to an IT 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-03-15 budgeting an IT Manager 1 in place of an IT 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 technical change to the budgeted positions in program offer 72028. In FY14, this position was budgeted as an It Manager 2 but was under filled by an IT Manager 1. As such, the IT Manager 1 job classification carried over to the FY15 budget. IT is requesting a reinstatement of the IT Manager 2 job classification. The IT Manager 2 classification manages assigned work units with specific technical disciplines and have programs for which they are accountable. Program offer 78028-15 is affected.

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

Personnel expenses are expected to remain neutral for FY15. Ongoing, the annual fiscal impact will also remain neutral.

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

N/A

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

N/A

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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).**

N/A

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

N/A

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

Reinstatement of the IT Manager Senior job classification, which was changed in FY15 due to under filling the position in FY14.

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

Yes, reclassification of an IT Manager 1 to an IT 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

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**Required Signature**

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**Elected Official or  
Dept. Director:** \_\_\_\_\_

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

**Budget Analyst:** \_\_\_\_\_

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

**Department HR:** \_\_\_\_\_

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

**Countywide HR:** \_\_\_\_\_

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