



Multnomah County Agenda Placement Request Budget Modification (FY 2018)

Board Clerk Use Only

Meeting Date: _____

Agenda Item #: _____

Est. Start Time: _____

Date Submitted: _____

Agenda Title: BUDGET MODIFICATION # DCA-07-19: Reclassification of a Development Analyst Senior to an IT Business Consultant Senior

Requested Meeting Date: _____ **Time Needed:** Consent Calendar

Department: 78 - County Assets **Division:** Information Technology

Contact(s): Lisa Whedon and Chris Brower

Phone: 988-7580 **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-07-19, the reclassification of a Development Analyst Senior to an IT Business Consultant Senior in program offer 78312-19 – IT Data and Reporting Services.

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 Class/Comp decision #4141; a reclassification requested by management. This vacant position is requested for reclassification due to an increased need for specialized skills in business intelligence tools. This position will serve as a member of the Application Services Team and will assist with current projects associated with the CEDARS software in the Health Department. The position will be responsible for supporting projects in an agile software development methodology to create business intelligence related solutions; documenting requirements for customer data mart projects; working with customers to translate business needs to technical solutions; performing business process analysis and systems modeling; documenting and communicating data mart business rules; and leading the testing effort in creation of use cases, test scenarios, and test plans. The program offer affected is 78312-19.

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

Budgeted personnel expenses are expected to remain unchanged in FY 2019.

Please note, the current top step of the new classification is 8.5% lower than the top step of the original position and will be subject to any approved cost of living adjustments (COLA) in subsequent fiscal years. The financial impact of the new classification will be funded within the ongoing department's budget.

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

N/A

5. Explain any citizen or other government participation.

N/A

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).

N/A

7. What budgets are increased/decreased?

N/A

8. What do the changes accomplish?

Approval of a classification decision from the 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 position # 718829 from a Development Analyst Senior (JCN 6406) to an IT Business Consultant Senior (JCN 6198) in program offer 78312-19.

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

Required Signature

**Elected Official or
Dept. Director:** _____

Date: _____

Budget Analyst: _____

Date: _____

Department HR: _____

Date: _____

Countywide HR: _____

Date: _____