



Multnomah County Agenda Placement Request Budget Modification (FY 2018)

Board Clerk Use Only

Meeting Date: 12/21/17

Agenda Item #: C.5

Est. Start Time: 9:30 a.m.

Date Submitted: 12/11/17

Agenda Title: BUDGET MODIFICATION # NOND-07-18: Reclassifies a 1.00 FTE Management Auditor to a Management Auditor Senior in the Auditor's Office.

Requested Meeting Date: 12/14/17

Time Needed: Consent

Department: 1030 - Auditor

Division: Auditor's Office

Contact(s): Steve March

Phone: 988-5709 **Ext.** 85709 **I/O Address** 503/6

Presenter Name(s) & Title(s): Consent Calendar

General Information

1. What action are you requesting from the Board?

The Auditor's Office request approval to reclassify a 1.00 FTE Management Auditor to a Management Auditor Senior as determined by Central Human Resources Classification Compensation unit.

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 is a management initiated reclassification of the position. Responsibilities of the position include gathering and interpreting information from sources such as county financial records, laws and regulations, best practices, other jurisdictions, and other data sources in line with the audit plan created in consultation with the County Auditor; conducting and documenting interviews with management, staff, elected officials and contractors. The change impacts program offer 10005-18 Auditor's Office.

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

There is no fiscal impact in the current year. In subsequent fiscal years the financial impact of the

new higher classification will be funded within the program 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 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 1.00 FTE Management Auditor to Management Auditor Senior.

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 Steve March /s/
Dept. Director: _____

Date: 12/08/2017 _____

Budget Analyst: Adam Brown /s/ _____

Date: 12/11/2017 _____

Department HR: Karin Lamberton

Date: 12/11/2017

Countywide HR: Laura Sampson

Date: 11/22/2017