



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-14-17: Reclass Fleet Maintenance Technician 3 to Fleet Maintenance Technician 2

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

Department: 78 - County Assets **Division:** Fleet Services

Contact(s): Lisa Whedon, Garret Vanderzanden

Phone: 503-988-7580 **Ext.** 87580 **I/O Address** 503/4

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

General Information

1. What action are you requesting from the Board?

The department of County Assets is requesting Board approval of budget modification DCA-14-17 reclassifying position 712430 a Fleet Maintenance Technician 3 position (6182) in Program Offer 78400-17 Fleet Services, to a Fleet Maintenance Technician 2 position (6180).

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 # 3591 a reclassification initiated by management. This vacant position in the Fleet Services division of the Department of County Assets is requested for reclassification from a Fleet Services Technician 3 to a Fleet Services Technician 2 as a result of a reduction in staffing levels over several years that has created a need for fewer positions at the higher level. The reclassified position will no longer have any assigned lead responsibilities and will have a higher level of review and supervision that was previously required.

An analysis of the Fleet Maintenance Technician 1, Fleet Maintenance Technician 2, and Fleet Maintenance Technician 3 classifications was performed before making an allocation decision. The duties, responsibilities and qualifications support this position is reclassified to a Fleet Maintenance Technician 2 (6180).

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

Personnel expenses are expected to decrease \$14,288 in FY17.

The current top step of the new classification is 16.25% less than the top step of the original position.

This will be offset by an increase in cost elements 60100, 60135 and 60145 for Temp, Non base Fringe & Non base Insurance. The fund balance is not changed.

In subsequent fiscal years the reclassified position will be subject to the approved cost of living adjustments (COLA). 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.

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).

NA

7. What budgets are increased/decreased?

NA

8. What do the changes accomplish?

Approval of reclassification from the Human Resources Classification Compensation unit will best reflect the duties of the position.

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

Yes, reclassification of position #712430- Fleet Maintenance Technician 3 (JCN 6182) to Fleet Maintenance Technician 2 (JCN 6180) in program offer 78400-17.

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:	_____