



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
BUDGET MODIFICATION**

(revised 03/25/11)

<b>Board Clerk Use Only</b>	
<b>Meeting Date:</b>	9/1/11
<b>Agenda Item #:</b>	C.3
<b>Est. Start Time:</b>	9:30 am
<b>Date Submitted:</b>	8/19/11

**BUDGET MODIFICATION: DCM- 02**

<p><b>BUDGET MODIFICATION DCM-02 Reclassifying a Department Director Agenda 2position to a Department Director Principal as determined by Central Human Title: Resources Classification Compensation unit.</b></p>
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*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>	_____	<b>Amount of Time Needed:</b>	Consent Calendar
<b>Department:</b>	County Management	<b>Division:</b>	Director's Office
<b>Contact(s):</b>	Julie Neburka		
<b>Phone:</b>	988-3312	<b>Ext.</b>	27351
		<b>I/O Address:</b>	503/5/531
<b>Presenter Name(s) &amp; Title(s):</b>	N/A Consent		

**General Information**

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

The department is requesting board approval of budget modification DCM-02 reclassifying a Department Director 2 position to a Department Director Principal.

**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.**

As part of the Chair's Multnomah Evolves Initiative the role of Chief Operating Officer was consolidated with the oversight of county administrative functions in the Department of County Management. This action helped preserve limited funds for critical direct services while reducing costs, embracing administrative best practices and increasing management span of control. This change impacts program offer 72000 DCM Director's Office.

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

The reclassification is budget neutral in the current year. The pay scale for a Department Director 2

is (\$105,645 - \$168,212) while the pay scale for a Department Director Principal is (\$115,645 - \$185,033). Personnel cost will increase over time and will be absorbed within the department budget.

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

N/A

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

N/A

## ATTACHMENT A

### Budget Modification

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).**

N/A

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

N/A

- **What do the changes accomplish?**

Approval of classification decision from Human Resources Class/Comp unit that best reflects the duties of this position.

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

Reclassification of a Department Director 2 to a Department Director Principal.

- **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

*NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.*

## ATTACHMENT B

BUDGET MODIFICATION:DCM -02

### Required Signatures

Elected Official  
or Department/  
Agency Director:



Date: 8/19/11

Mindy Harris

Budget Analyst:



Date: 7/18/11



Department HR:

Elisabeth Nunes

Date: 7/18/11  
August 19,  
2011



Countywide HR:

Date: