

**FINANCIAL IMPACT STATEMENT
For Council Action Items**

(Deliver original to Financial Planning Division. Retain copy.)

1. Name of Initiator Yvonne L. Deckard (DR)		2. Telephone No. 503-823-3507	3. Bureau/Office/Dept. Bureau of Human Resources
4a. To be filed (date) August 26, 2010	4b. Calendar (Check One) Regular Consent 4/5ths <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>		5. Date Submitted to FPD Budget Analyst: August 17, 2010

1) Legislation Title:

* Change the salary range for the Nonrepresented classification of Affirmative Action/Diversity Manager. (Ordinance)

2) Purpose of the Proposed Legislation:

The Bureau of Human Resources (BHR) requested a review of the classification of Affirmative Action/Diversity Manager due to an increased level of responsibility and decision making. The job has grown in its responsibilities and will be responsible for developing, implementing and managing a City-wide outreach program in addition to its other duties. BHR Classification and Compensation reviewed the request and determined the classification specification needed to be revised to more accurately reflect the level and complexity of duties assigned to the position. Based on the changes to the classification specification, BHR Classification and Compensation also reviewed the compensation level of the classification. As a result of this review, BHR is requesting the salary range of this class be changed from salary range 11 to 12 effective September 1, 2010. This is an emergency ordinance so that this compensation action can be made effective without delay.

3) Revenue:

Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If new revenue is generated please identify the source. No

4) Expense:

What are the costs to the City as a result of this legislation? What is the source of funding for the expense? (Please include costs in the current fiscal year as well as costs in future years) (If the action is related to a grant or contract please include the local contribution or match required)

There is no increased cost in salary and benefits for this compensation action. However, when a new employee is hired into this position, the employee could be appointed at a salary rate up to the top of the range with the approval of the HR Director. Currently the maximum rate for this classification is \$98,862. This ordinance will raise the top of the range to \$106,288, an increase of \$7,426.

Staffing Requirements:

5) Will any positions be created, eliminated or re-classified in the current year as a result of this legislation? (If new positions are created please include whether they will be part-time, full-time, limited term or permanent positions. If the position is limited term please indicate the end of the term.) No

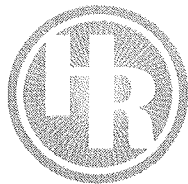
6) Will positions be created or eliminated in future years as a result of this legislation? No
Complete the following section only if an amendment to the budget is proposed.

7) Change in Appropriations (If the accompanying ordinance amends the budget please reflect the dollar amount to be appropriated by this legislation. Include the appropriate cost elements that are to be loaded by accounting. Indicate "new" in Center Code column if new center needs to be created. Use additional space if needed.)

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Amount

Yvonne L. Deckard 

APPROPRIATION UNIT HEAD (Typed name and signature)



City of Portland
Bureau of
Human Resources
Knowledgeable | Helpful | Responsive

Yvonne L. Deckard, Director
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Portland, Oregon 97204-1912
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Fax (503) 823-4156

Office of Management and Finance

Kenneth L. Rust, Chief Administrative Officer

DATE: August 17, 2010

TO: Mayor Sam Adams

FROM: Yvonne L. Deckard, Human Resources Director *[Signature]*

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

RE: ORDINANCE TITLE *Change the salary range for the Nonrepresented classification of Affirmative Action/Diversity Manager. (Ordinance)

1. INTENDED THURSDAY FILING DATE: August 26, 2010

2. REQUESTED COUNCIL AGENDA DATE: September 1, 2010

3. CONTACT NAME & NUMBER: David Rhys, 503-823-3507

4. PLACE ON: X CONSENT ___ REGULAR

5. BUDGET IMPACT STATEMENT ATTACHED: X Y ___ N ___ N/A

6. (3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY

ATTACHED: ___ Yes ___ No X N/A

7. BACKGROUND/ANALYSIS

The Bureau of Human Resources (BHR) requested a review of the classification of Affirmative Action/Diversity Manager due to an increased level of responsibility and decision making. The job has grown in its responsibilities and will be responsible for developing, implementing and managing a City-wide outreach program in addition to its other duties. BHR Classification and Compensation reviewed the request and determined the classification specification needed to be revised to more accurately reflect the level and complexity of duties assigned to the position. Based on the changes to the classification specification, BHR Classification and Compensation also reviewed the compensation level of the classification. As a result of this review, BHR is requesting the salary range of this class be changed from salary range 11 to 12 effective September 1, 2010. This is an emergency ordinance so that this compensation action can be made effective without delay.

8. FINANCIAL IMPACT

There is no increased cost in salary and benefits for this compensation action. However, when a new employee is hired into this position, the employee could be appointed at a salary rate up to the top of the range with the approval of the HR Director. Currently the maximum rate for this classification is \$98,862. This ordinance will raise the top of the range to \$106,288, an increase of \$7,426.

9. RECOMMENDATION/ACTION REQUESTED

I recommend that the Mayor and City Council approve this ordinance.

Sam Adams, Mayor

We are an equal opportunity employer

Please notify the City of Portland of the need for ADA accommodations no less than five (5) days prior to any City-sponsored event by contacting the Bureau of Human Resources at 503-823-3572 or the City's TTY at 503-823-6868.

