

FINANCIAL IMPACT STATEMENT

For Council Action Items

184520

(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) March 31, 2011	4b. Calendar (Check One) Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> 4/5ths <input type="checkbox"/>	5. Date Submitted to FPD Budget Analyst: March 22, 2011	

1) Legislation Title:

* Change the salary range for the Nonrepresented classification of Labor Relations Coordinator. (Ordinance)

2) Purpose of the Proposed Legislation:

This requested action moves the Labor Relations Coordinator classification from Non-represented salary grade 8 to grade 10, to address recruitment/retention issues involving incumbents in this classification. Recently, we had used a "controlled class" temporary action, permitted by the Human Resources Administrative Rules, which allowed adjusted salary rates up to 15% above the current range for a period of up to two years, to insure retention of current incumbents during a period of negotiations with the City's various bargaining units. Now that the period of negotiations has come to a successful conclusion, we are returning the classification to a regular pay grade. To address ongoing retention issues, this new pay grade is 10.9% above the former pay grade, but lower than the maximum salary rate available during the controlled class designation.

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 during the remainder of the current fiscal year. Of the four BHR positions in this classification, two will be red-circled with no additional increases until the range exceeds their salary rate. Two of the positions will be eligible for merit increases of up to 4.1% next fiscal year. Any costs will be paid for within current budget. Currently the maximum rate for this classification is \$83,637 annually. This ordinance will raise it to \$92,726 annually, an increase of \$9,089.

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. Four current, filled regular positions will remain classified to this classification.

6) Will positions be created or eliminated in future years as a result of this legislation? No

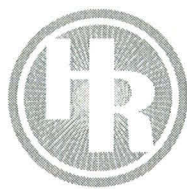
Complete the following section if you are accepting and appropriating a grant via ordinance. This section should only be completed if you are adjusting total appropriations, which currently only applies to grant ordinances.

7) **Change in Appropriations** (If the accompanying ordinance amends the budget, please reflect the dollar amount to be appropriated by this legislation. If the appropriation includes an interagency agreement with another bureau, please include the partner bureau budget adjustments in the table as well. Include the appropriate cost elements that are to be loaded by the Grants Office and/or Financial Planning. Use additional space if needed.)

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	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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(503) 823-3572
Fax (503) 823-4156

Office of Management and Finance

Kenneth L. Rust, Chief Administrative Officer

184520

DATE: March 22, 2011

TO: Mayor Sam Adams

FROM: Yvonne L. Deckard, Human Resources Director

FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

RE: ORDINANCE TITLE * Change the salary range for the Nonrepresented classification of Labor Relations Coordinator. (Ordinance)

1. INTENDED THURSDAY FILING DATE: March 31, 2011

2. REQUESTED COUNCIL AGENDA DATE: April 6, 2011

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

4. PLACE ON: ☒ **CONSENT** _____ **REGULAR**

5. BUDGET IMPACT STATEMENT ATTACHED: ☒ **Y** _____ **N** _____ **N/A**

6. (3) ORIGINAL COPIES OF CONTRACTS APPROVED AS TO FORM BY CITY ATTORNEY ATTACHED: _____ **Yes** _____ **No** ☒ **N/A**

7. BACKGROUND/ANALYSIS

This requested action moves the Labor Relations Coordinator classification from Non-represented salary grade 8 to grade 10, to address recruitment/retention issues involving incumbents in this classification. Recently, we had used a "controlled class" temporary action, permitted by the Human Resources Administrative Rules, which allowed adjusted salary rates up to 15% above the current range for a period of up to two years, to insure retention of current incumbents during a period of negotiations with the City's various bargaining units. Now that the period of negotiations has come to a successful conclusion, we are returning the classification to a regular pay grade. To address ongoing retention issues, this new pay grade is 10.9% above the former pay grade, but lower than the maximum salary rate available during the controlled class designation. An matter is being processed as an emergency ordinance to adjust the range of this classification without delay.

8. FINANCIAL IMPACT

There is no increased cost in salary and benefits for this compensation action during the remainder of the current fiscal year. Of the four BHR positions in this classification, two will be red-circled with no additional increases until the range exceeds their salary rate. Two of the positions will be eligible for merit increases of up to 4.1% next fiscal year. Any costs will be paid for within current budget. Currently the maximum rate for this classification is \$83,637 annually. This ordinance will raise it to \$92,726 annually, an increase of \$9,089.

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.

