

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor's Legislative Team  
at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**.

**\*All fields must be completed.\***

*Incomplete request forms will be returned to sender which may cause a delay in processing.*

Date of Request: **February 2, 2018**

Please mark one:  **Bill Request** or  **Resolution Request**

1. Has your agency submitted this request in the last 12 months?

Yes  No

If yes, please explain:

2. **Title: Approve Classification Notice #1557 – 2018 Class Abolishments**

3. **Requesting Agency:** Office of Human Resources

4. **Contact Person:** (with actual knowledge of proposed ordinance)

- **Name:** Alena Duran
- **Phone:** 720-913-5726
- **Email:** alena.duran@denvergov.org

5. **Contact Person:** (with actual knowledge of proposed ordinance who will present the item at Mayor-Council and who will be available for first and second reading, if necessary)

- **Name:** Nicole de Gioia-Keane
- **Phone:** 720-913-5643
- **Email:** Nicole.deGioia-Keane@denvergov.org

6. **General description of proposed ordinance including contract scope of work if applicable:**

The proposed change amends the Classification and Pay Plan by abolishing certain classifications.

7. **Is there any controversy surrounding this ordinance?** (groups or individuals who may have concerns about it?)  
**Please explain.**

None known.

8. **Budget Impact**

There is no budget impact.

**POSTING IS REQUIRED**

**Classification Notice No. 1557**

To: Agency Heads and Employees  
From: Karen Niparko, Executive Director of the Office of Human Resources  
Date: January 19, 2018  
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by abolishing certain classifications.

These are classes to be abolished. These classes are vacant, and other classes were created to replace these classes and/or are no longer needed by the department or agency. The departments or agencies that used these classes have been notified, and they approved the abolishment of these classes.

**ABOLISHMENTS**

<b>Job Code</b>	<b>Classification Title</b>	<b>Pay Grade</b>
CA2157	311 Analyst Trainer	A-809
CO0557	Advanced Poison Information Specialist	O-809
CA0699	Aviation Land Administrator	A-810
CE0376	Aviation Planning Administrator	E-816
CG1844	Boating Ranger	Z-118
CO2681	Cardiopulmonary Technologist	O-618
TC0004	Cooperation Education Trainee	C-402
CO2699	Critical Care Respiratory Specialist	O-807
TJ1876	Custodial Trainee	J-403
CJ2394	Election Equipment and Supply Technician	J-616
CJ1924	Gardening Technician	J-610
CJ2676	Helicopter Mechanic	J-621
CJ1934	Hospital Housekeeping Manager	J-617
CC0270	Hospital Switchboard Operator	C-606
CI1677	Information Technology Project Manager	I-814
CO2648	Medical Services Representative	O-606
CO0593	Nursing Clinical Coordinator	O-810
TC0005	Office Occupations Trainee	C-402
CA2577	Police Photographic Specialist	A-615
TO0013	Psychology Intern	O-407
TA2585	Recreation Trainee	A-403

TA2871	Social Worker Intern	A-405
CA2701	Special Education Teacher	A-808
CA2709	Special Education Teacher Supervisor	A-810
CA2653	Special Education Teaching Assistant	A-611
CA2687	Special Education Teaching Assistant Supervisor	A-615
CA2674	Staff Special Education Teacher	A-617
CA1008	Stapleton Redevelopment Programs Manager	A-810
CJ2710	Superintendent of Radio Communications	J-813
TJ2086	Utility Worker Trainee	J-405
TJ2621	Vocational Mechanic Trainee	J-410
CJ2623	Zoo Commissary Worker	J-608

Per Career Service Rule 7-37 A – “If it is determined, as a result of an audit or maintenance study, that changes to the classification and pay plan are necessary, the effective date of any resulting changes to the classification and pay plan shall be the beginning of the first work week following approval by the Mayor or by the City Council over the Mayor’s veto.”

The Executive Director of the Office of Human Resources shall provide those appointing authorities who are affected with a draft of proposed changes in the plan, and notice shall be posted on appropriate bulletin boards at least thirteen calendar days from the date of this notice.

**Public Notice of Changes:**

The scheduled time for the public hearing is **Thursday, February 1, 2018 at 4:30 PM** in the OHR Board Room, Room 4.G.2, Webb Municipal Building, 201 West Colfax Avenue.

Please submit any questions or comments on this proposal in writing to [compensation@denvergov.org](mailto:compensation@denvergov.org) by 8:00 AM on **Thursday, February 1, 2018**. Please include a contact name and phone number so that we may respond directly.

If anyone wishes to be heard by the Board on this item, please call George Branchaud [george.branchaud@denvergov.org](mailto:george.branchaud@denvergov.org) at (720) 913-5650 no later than noon on **Tuesday, January 30, 2018**.

## ABOLISHMENTS

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Synopsis:

These are classes to be abolished. These classes are vacant, and other classes were created to replace these classes and/or are no longer needed by the department or agency. The departments or agencies that used these classes have been notified, and they approved the abolishment of these classes.

Pay Rationale:

None.

Employee Impact:

None. There are no employees in these classes.

Effective Date Rule:

Rule 7-37 A) If it is determined, as a result of an audit or maintenance study, that changes to the classification and pay plan are necessary, the effective date of any resulting changes to the classification and pay plan shall be the beginning of the first work week following approval by the Mayor or by the City Council over the Mayor's veto. Provisional classifications resulting from changes to the classification and pay plan may be used upon approval by the Board, but use for longer than six months is contingent upon City Council approval.