

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at 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: **October 20, 2016**

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 #1529 – Deputy Public Defenders I & II**

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

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

- **Name:** Susan O'Neill
- **Phone:** 720-913-5668
- **Email:** susan.oneill@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 changing the pay grade of Deputy Public Defender I from 807-L to 810-L and Deputy Public Defender II from 809-L to 812-L.

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. 1529

To: Agency Heads and Employees
From: Karen Niparko, Executive Director of Human Resources
Date: October 6, 2016
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the pay grade of Deputy Public Defender I from 807-L to 810-L and Deputy Public Defender II from 809-L to 812-L.

The Office of the Municipal Public Defender requested this urgent study of the Deputy Public Defender I and Deputy Public Defender II classifications. This is a new office that was created recently to replace contracted services with the goal to have better cost control and provide consistent legal representation. The Deputy Public Defenders primarily handle misdemeanor charges and prepare for 25-30 trials per week. It has been difficult to fill vacancies and turnover has been high. Because of this, the budget office provided 22% pay increases in January of 2016.

PAY GRADE CHANGE ONLY

<u>Classification Title:</u>	<u>Current Pay Grade & Range:</u>	<u>Proposed Pay Grade & Range:</u>
Deputy Public Defender I	807-L (\$48,108/\$62,541/\$76,973)	810-L (\$58,768/\$76,399/\$94,029)
Deputy Public Defender II	809-L (\$54,975/\$71,468/\$87,960)	812-L (\$67,158/\$87,306/\$107,453)

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 Career Service Executive Personnel Director 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 October 20, 2016 at 9:00 AM** in the OHR Board Room, Room 4.G.2, Webb Municipal Building, 201 West Colfax Avenue.

Note: Please submit any questions or comments on this proposal in writing to Nicole de Gio-Keane Nicole.deGioia-Keane@denvergov.org Office of Human Resources, in care of Susan Keller susan.keller@denvergov.org by 8:00 AM. on **Wednesday, October 19, 2016**. 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 Alisha Gronniger alisha.gronniger@denvergov.org at (720) 913-5650 no later than noon on **Tuesday, October 18, 2016**.

Pay Grade Change Only**Classification Title:**

Deputy Public Defender I
Deputy Public Defender II

Current Pay Grade & Range:

807-L (\$48,108/\$62,541/\$76,973)
809-L (\$54,975/\$71,468/\$87,960)

Proposed Pay Grade & Range:

810-L (\$58,768/\$76,399/\$94,029)
812-L (\$67,158/\$87,306/\$107,453)

Supervisory Level:

3 - None – Incidental

EEO Code:

2 - Professionals

Medical Group:

S - Sedentary

Synopsis:

The Office of the Municipal Public Defender requested this urgent study of the Deputy Public Defender I and Deputy Public Defender II classifications. This is a new office that was created recently to replace contracted services with the goal to have better cost control and provide consistent legal representation. The Deputy Public Defenders primarily handle misdemeanor charges and prepare for 25-30 trials per week. It has been difficult to fill vacancies and turnover has been high. Because of this, the budget office provided 22% pay increases in January of 2016.

Pay Rationale:

It is proposed to place the Deputy Public Defender I at pay grade 810-L and the Deputy Public Defender II at pay grade 812-L. It is recommended that there is a 2 pay grade difference based on both the market data and internal equity practice. Market data was difficult to find as most of these functions are outsourced to private law practices. The State of Colorado provided a solid match and that data is reflected in this recommendation. The Deputy Public Defenders positions are a lesser internal match to the Assistant City Attorney – Entry and Assistant City Attorney - Associate which are at pay grades 813-L and 815-L. An internal relationship of minus 2 pay grade to Assistant City Attorney – Entry and Assistant City Attorney – Associate were used to determine the appropriate pay grade. Currently there is a 5 pay grade difference between the Deputy Public Defender series and the corresponding City Attorney series.

Employee Impact:

Four Deputy Public Defender I's and three Deputy Public Defender II's will move from the current pay grade to the recommended pay grade.

Budget Impact:

None – Currently these employee's salaries are within the new recommended salary range.

Organizational Data:

The Deputy Public Defender I and II report to the Chief Municipal Public Defender. This reporting structure will not change by changing the pay grade of the Deputy Public Defender series.

Effective Date Rule

Section 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.