

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: **November 4, 2011**

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 # 1350.

Career Service Authority respectfully requests that this go on Consent the week of November 14, 2011 through November 18, 2011. If not approved for Consent, we request this go to General Government Committee on November 23, 2011.

3. Requesting Agency: Career Service Authority

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

- Name: Alena Martinez
- Phone: 720-913-5726
- Email: alena.martinez@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: Bruce Backer/Blair Malloy
- Phone: 720-913-5643/720-913-5631
- Email: bruce.backer@denvergov.org/blair.malloy@denvergov.org

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

1. Classification Notice #1350 – Advanced Clinic Technician, Assistant Director of Pharmacy, Cardiac Sonographer, Cardiovascular Technologist, Cast Technician, Correctional Institution Head Nurse, Correctional Institution Nursing Manager, Dental Assistant Supervisor, Dietetic Technician, Registered, Director of Clinical Social Work, Director of Pharmacies, Director of Technical Physician Services, Electrocardiograph Technician, Electrocardiograph Technician Supervisor, Electroencephalograph Technician, Emergency Service Supervisor, EMT-Basic, Food Service Custodial Supervisor, Histology Technologist, Laboratory Aide, Laundry Manager, Mammography Technologist Supervisor, Medical Charge Auditor, Medical Interpreter, Medical Interpreter Volunteer Coordinator, Obstetrics Technician, Occupational Therapist Supervisor, Patient Representative, Physical Therapist Supervisor, Poison Information Specialist, Quality Review and Improvement Supervisor, Respiratory Therapist, Respiratory Therapy Technician, Security Captain, Senior Cardiac Sonographer, Senior Director of Nursing, Senior Engineering Aide, Senior Human Resources Business Partner, Senior Special Procedures Technologist, Special Procedures Technologist, Ultrasound Technologist, Ultrasound Technologist Supervisor, Women Infants and Children Counselor, Zoo Commissary Administrator and Zoo Curator are all recommended for abolishment. 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 were notified, and they approved the abolishment of these classes. There is no budget impact.

Please include the following:

- a. Duration:
- b. Location:

c. Affected Council District:

d. Benefits:

e. Costs:

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

None known

POSTING IS REQUIRED

Classification Notice No. 1350

To: Agency Heads and Employees
From: Christopher M.A. Lujan, Interim Director
Date: October 19, 2011
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by deleting Advanced Clinic Technician, Assistant Director of Pharmacy, Cardiac Sonographer, Cardiovascular Technologist, Cast Technician, Correctional Institution Head Nurse, Correctional Institution Nursing Manager, Dental Assistant Supervisor, Dietetic Technician, Registered, Director of Clinical Social Work, Director of Pharmacies, Director of Technical Physician Services, Electrocardiograph Technician, Electrocardiograph Technician Supervisor, Electroencephalograph Technician, Emergency Service Supervisor, EMT-Basic, Food Service Custodial Supervisor, Histology Technologist, Laboratory Aide, Laundry Manager, Mammography Technologist Supervisor, Medical Charge Auditor, Medical Interpreter, Medical Interpreter Volunteer Coordinator, Obstetrics Technician, Occupational Therapist Supervisor, Patient Representative, Physical Therapist Supervisor, Poison Information Specialist, Quality Review and Improvement Supervisor, Respiratory Therapist, Respiratory Therapy Technician, Security Captain, Senior Cardiac Sonographer, Senior Director of Nursing, Senior Engineering Aide, Senior Human Resources Business Partner, Senior Special Procedures Technologist, Special Procedures Technologist, Ultrasound Technologist, Ultrasound Technologist Supervisor, Women Infants and Children Counselor, Zoo Commissary Administrator and Zoo Curator.

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 were notified, and they approved the abolishment of these classes.

ABOLISHMENTS

Job Code	Class Title	Pay Grade
CH0511	Advanced Clinic Technician	618-H
CO0560	Assistant Director of Pharmacy	820-O
CH0512	Cardiac Sonographer	625-H
CH0514	Cardiovascular Technologist	624-H
CH1615	Cast Technician	611-H
CO0567	Correctional Institution Head Nurse	814-O
CO0568	Correctional Institution Nursing Manager	816-O
CH1621	Dental Assistant Supervisor	803-H
CH1632	Dietetic Technician, Registered	609-H
CO0572	Director Of Clinical Social Work	814-O
CO0576	Director of Pharmacies	822-O
CD1068	Director Of Technical Physician Services	833-D
CH0523	Electrocardiograph Technician	613-H
CH0524	Electrocardiograph Technician Supervisor	805-H
CH0522	Electroencephalograph Technician	614-H
CH1901	Emergency Service Supervisor	808-H
CH2142	EMT-Basic	611-H
CS1733	Food Service Custodial Supervisor	803-S
CH0526	Histology Technologist	806-H
CJ1941	Laboratory Aide	606-J
CS0481	Laundry Manager	805-S

Job Code	Class Title	Pay Grade
CH0533	Mammography Technologist Supervisor	628-H
CV1968	Medical Charge Auditor	619-V
CS0484	Medical Interpreter	611-S
CS1683	Medical Interpreter Volunteer Coordinator	613-S
CH1633	Obstetrics Technician	610-H
CO0599	Occupational Therapist Supervisor	812-O
CS0492	Patient Representative	614-S
CO0603	Physical Therapist Supervisor	813-O
CO0605	Poison Information Specialist	811-O
CO0611	Quality Review And Improvement Supervisor	814-O
CH1636	Respiratory Therapist	618-H
CH0549	Respiratory Therapy Technician	613-H
NN2117	Security Captain	808-N
CH0550	Senior Cardiac Sonographer	627-H
CO1638	Senior Director of Nursing	822-O
CE0432	Senior Engineering Aide	614-E
CA2221	Senior HR Business Partner	812-A
CH1734	Senior Special Procedures Technologist	625-H
CH0553	Special Procedures Technologist	624-H
CH0555	Ultrasound Technologist	624-H
CH0556	Ultrasound Technologist Supervisor	627-H
CH2099	Women Infants And Children Counselor	613-H
CS1704	Zoo Commissary Administrator	806-S
CA1051	Zoo Curator	609-S

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 re-allocations shall be the beginning of the first work week following approval by the Board.”

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 November 3, 2011 5:00 p.m.** in the CSA Board Room, Room 4.F.6, Webb Municipal Building, 201 West Colfax Avenue.

Note: Please submit any questions or comments on this proposal in writing to Bruce Backer bruce.backer@denvergov.org, Career Service Authority, in care of Alena Martinez alena.martinez@denvergov.org by 8:00 a.m. on **Wednesday, November 2, 2011**. 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 Leon Duran leon.duran@denvergov.org at (720) 913-5168 no later than noon on **Tuesday, November 1, 2011**.

ABOLISHMENTS

Job Code	Class Title	Pay Grade
CH0511	Advanced Clinic Technician	618-H
CO0560	Assistant Director of Pharmacy	820-O
CH0512	Cardiac Sonographer	625-H
CH0514	Cardiovascular Technologist	624-H
CH1615	Cast Technician	611-H
CO0567	Correctional Institution Head Nurse	814-O
CO0568	Correctional Institution Nursing Manager	816-O
CH1621	Dental Assistant Supervisor	803-H
CH1632	Dietetic Technician, Registered	609-H
CO0572	Director Of Clinical Social Work	814-O
CO0576	Director of Pharmacies	822-O
CD1068	Director Of Technical Physician Services	833-D
CH0523	Electrocardiograph Technician	613-H
CH0524	Electrocardiograph Technician Supervisor	805-H
CH0522	Electroencephalograph Technician	614-H
CH1901	Emergency Service Supervisor	808-H
CH2142	EMT-Basic	611-H
CS1733	Food Service Custodial Supervisor	803-S
CH0526	Histology Technologist	806-H
CJ1941	Laboratory Aide	606-J
CS0481	Laundry Manager	805-S
CH0533	Mammography Technologist Supervisor	628-H
CV1968	Medical Charge Auditor	619-V
CS0484	Medical Interpreter	611-S
CS1683	Medical Interpreter Volunteer Coordinator	613-S
CH1633	Obstetrics Technician	610-H
CO0599	Occupational Therapist Supervisor	812-O
CS0492	Patient Representative	614-S
CO0603	Physical Therapist Supervisor	813-O
CO0605	Poison Information Specialist	811-O
CO0611	Quality Review And Improvement Supervisor	814-O
CH1636	Respiratory Therapist	618-H
CH0549	Respiratory Therapy Technician	613-H
NN2117	Security Captain	808-N
CH0550	Senior Cardiac Sonographer	627-H
CO1638	Senior Director of Nursing	822-O
CE0432	Senior Engineering Aide	614-E
CA2221	Senior HR Business Partner	812-A
CH1734	Senior Special Procedures Technologist	625-H
CH0553	Special Procedures Technologist	624-H
CH0555	Ultrasound Technologist	624-H
CH0556	Ultrasound Technologist Supervisor	627-H

Job Code	Class Title	Pay Grade
CH2099	Women Infants And Children Counselor	613-H
CS1704	Zoo Commissary Administrator	806-S
CA1051	Zoo Curator	609-S

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 were 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 re-allocations shall be the beginning of the first work week following approval by the Board.